

**WAYS AND MEANS COMMITTEE  
AGENDA  
TUESDAY, SEPTEMBER 7, 2010**

**4:00 P.M.**

**COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING**

**PAGE NO.**

- |       |   |
|-------|---|
| I     | CALL TO ORDER   |
| II    | ROLL CALL   |
| 1- 4  | III MINUTES (7/6/10)  |
| IV    | PUBLIC INPUT  |
|       | A. Michael Stoner, Bay Metropolitan Transportation Authority Director - Update on "Green Line" Transportation Service to University Center  |
| V     | PETITIONS AND COMMUNICATIONS  |
| 5- 7  | A. Court Administrator - E-Ticketing Program ( <b>Seeking selection of Iyetek as vendor of choice for e-ticketing program; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached</b> )   |
|       | B. Bay County Sheriff   |
| 8- 9  | 1. Risk Avoidance Program Grant/Restraint Chair Purchase ( <b>Seeking approval of Michigan Municipal Risk Management Grant; \$762.50 from Fund Balance as match to grant; authorization for Board Chair to sign documents if required; approval of required budget adjustments - proposed resolution attached</b> ) |
| 10-11 | 2. Sheriff Road Patrol PA 416 Grant ( <b>Seeking approval of grant application; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached</b> )  |
| 12-15 | C. Bay County Clerk - IDentipphoto System ( <b>Seeking authorization to purchase IDentipphoto System at a cost of \$8,000, monies from Fund Balance; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached</b> )                         |
| 16-20 | D. Commissioner Duranczyk - Pinconning Township ( <b>Seeking approval of inclusion of I-75 component in RZEDB allocation previously approved; return of \$134,000 allocation remaining from Pinconning Township's M-13 &amp; I-75 projects - proposed resolution attached</b> )                                     |
| 21-23 | E. Bay Future, Inc. - Renosol Corporation ( <b>Seeking allocation of \$3,145,161 of the \$9,917,000 in RZFB - proposed resolution attached</b> )  |

F. Assistant County Executive of Administrative Services

- 24-27 1. FY2010 Interoperable Emergency Communications Grant Program (ECGP) Agreement - Fiduciary Agent (**Seeking authorization for Administrative Services to act as Fiduciary Agent for Region 3; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 28 2. New Generator for Bay County Jail (**Receive**)
- 29 3. County Building Tower Construction - 9/9/10 (**Receive**)

G. Director of Information Systems Division

- 30-32 1. iSeries Replacement Proposal (**Seeking authorization to acquire used iSeries, IBM operating system release 6.1, migration services, and upgrade of 520 partitions at a total cost of \$15,200 split between 911 and general fund (\$7,600 from Fund Balance); authorization for Board Chair to sign required documents; approval of budget adjustments - proposed resolution attached**)
- 33-35 2. Disaster Recovery Services (**Seeking approval of contract w/Net Source One for disaster recovery services; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 36-37 3. Fiber Connection to BAISD and SVSU (**Seeking approval of Memorandum of Agreement w/BAISD and SVSU; authorization for Board Chair to sign MOA; approval of required budget adjustments - proposed resolution attached**)

H. Recreation and Clubhouse Supervisor

- 38-40 1. Community Center Weight Room Equipment (**Seeking authorization to purchase elliptical equipment utilizing \$1,200 from Bay Area Runners Club and \$1,800 from Community Center's admission and user fee revenue line item; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 41-43 2. Golf Carts (**Seeking authorization to purchase 12 golf carts on a lease to buy option utilizing Golf Course Fund Balance; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 44-45 I. Emergency Management Coordinator - Emergency Management Performance Grant (EMPG) Program for FY 2010 (**Seeking authorization for Board Chair to execute Grant Agreement; approval of required budget adjustments - proposed resolution attached**)

J. Personnel Director

- 46-54                      1.     457(b) Plan Modification (**Seeking approval of 457(b) plan modification to allow participant loans; authorization for Board Chair to sign all required documents - proposed resolution attached**)
- 55-58                      2.     Tuition Reimbursement - Sheriff Dept. - Lt. Kevin Nickel (**Seeking concurrence with Sheriff's recommendation to approve**)
- 59-61                      K.     Equalization - L-4029/Clerk's Certificates (**Proposed resolution attached. Revision will be required pending outcome of Library millage question on November ballot**)
- L.     Finance Director
- 62-74                      1.     Budget Adjustments (**Approval required**)
- 75                           2.     Analysis of General Fund Unreserved/Undesignated Fund Balance 2010 (**Receive**)
- 76                           3.     Executive Directive # 2007-11 (**Receive**)

VI REFERRALS

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX CLOSED SESSION (when requested)

A. Corporation Counsel - Pending Litigation

**Motion: To go into closed session pursuant to MCLA 15.268, Sec. 8 (e): To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.**

X MISCELLANEOUS

XI ANNOUNCEMENTS

XII ADJOURNMENT

**PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THE WAYS AND MEANS COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.**

# WAYS AND MEANS COMMITTEE

## MINUTES

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, JULY 6, 2010, FOURTH FLOOR, BAY COUNTY BUILDING, 515 CENTER AVENUE, BAY CITY, MI 48708.

Call to order @ 4:02 p.m. by Chair Tilley.

Roll call:

### MOTION NO.

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12
DONALD J. TILLEY, CHAIR P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
EUGENE F. GWIZDALA, VICE CHAIR	E	X	C	U	S	E	D					
MICHAEL J. DURANCZYK P	S/Y	Y	S/Y	Y	S/Y	Y	Y	S/Y	Y	Y	Y	Y
PATRICK H. BESON P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	M/Y
VAUGHN J. BEGICK	E	E	E	E	E	E	E	Y	Y	Y	S/Y	Y
COLLEEN M. MAILLETTE P	Y	Y	Y	Y	Y	M/Y	S/Y	M/Y	S/Y	S/Y	Y	Y
ERNIE KRYGIER P	M/Y	S/Y	M/Y	S/Y	M/Y	S/Y	Y	Y	M/Y	M/Y	Y	S/Y
KIM COONAN P	Y	N	Y	M/Y	Y	Y	Y	Y	Y	Y	Y	Y
BRIAN K. ELDER, EX OFFICIO P	Y	M/Y	Y	Y	Y	Y	M/Y	Y	Y	Y	M/Y	Y

### MOTION NO.

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
DONALD J. TILLEY, CHAIR	Y	Y										
EUGENE F. GWIZDALA, VICE CHAIR	E	E										
MICHAEL J. DURANCZYK	S/Y	Y										
PATRICK H. BESON	Y	Y										
VAUGHN J. BEGICK	Y	S/Y										
COLLEEN M. MAILLETTE	Y	Y										
ERNIE KRYGIER	Y	M/Y										
KIM COONAN	Y	Y										
BRIAN K. ELDER, EX OFFICIO	M/Y	Y										

### MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
DONALD J. TILLEY, CHAIR												
EUGENE F. GWIZDALA, VICE CHAIR												
MICHAEL J. DURANCZYK												
PATRICK H. BESON												
VAUGHN J. BEGICK												
COLLEEN M. MAILLETTE												
ERNIE KRYGIER												
KIM COONAN												
BRIAN K. ELDER, EX OFFICIO												

OTHERS PRESENT: M.FITZHUGH, R.SUPER, L.NORMAN, N.MAJDAJ, C.IZWORSKI, LOGAR, M.HAYES, R.REDMOND, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

-/-

**WAYS AND MEANS COMMITTEE**  
**TUESDAY, JULY 6, 2010**  
**PAGE NO. 2**

**MOTION NO.**

- 
- 1                    MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE  
JUNE 1, 2010 WAYS AND MEANS COMMITTEE AS PRINTED.**

Public input was called with no one expressing a desire to address the Committee.

The first item on the agenda was a resolution proposed by Board Chair Brian Elder relative to Internet broadband services/regulation. Mr. Elder explained that this resolution mirrors the State's House resolution introduced by Rep. Mayes as well as the Senate version introduced by Senator Patterson. The Federal Communications Commission is comprised of 5 members and it has historically followed a policy to refrain from regulating broadband Internet services as a common carrier under Title II of the Communications Act of 1934. However, on May 6, 2010 the Chairman of the FCC announced a proposal to reclassify broadband internet services as common carrier services so that they can be more tightly regulated together with a proposal to forbear from imposing certain common carrier obligations on broadband Internet providers. This action would be detrimental. Chair Elder noted that this resolution is supported by Charter Communications, AT&T, Google as well as members of the IBEW and the Communications Workers of America. State and local bodies have also passed a similar resolution. Commissioner Coonan noted that he did considerable research on this issue after he saw it was on the agenda. This is a complicated and derisive issue and he did not feel it was fair to act on this item today without more information. While the resolution seems harmless, he is opposed to it. Commissioner Coonan has concerns about little or no regulation and cited Wall Street and the Gulf disaster as examples of lack of regulation. There should be some sort of regulation. There should be rules that benefit consumers for a open, free and transparent Internet. He was of the opinion that the Communications Workers of America do not support this position. Board Chair Elder emphasized that the initial resolution was drafted with the assistance of the Communications Workers of America and it has the support of the IBEW. Following further discussion, it was

- 2                    MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL  
OF THE BOARD CHAIR'S PROPOSED RESOLUTION RE REGULATION OF  
INTERNET BROADBAND SERVICES.**
- 3                    MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL  
OF THE PROPOSED RESOLUTION RE GRANT AGREEMENT FOR THE  
SHERIFF DEPARTMENT'S MARINE SAFETY PROGRAM.**
- 4                    MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL  
OF THE PROPOSED RESOLUTION RE FY 2011 TITLE IV-D COOPERATIVE  
REIMBURSEMENT CONTRACT (FRIEND OF THE COURT).**

**WAYS AND MEANS COMMITTEE  
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PAGE NO. 3**

**MOTION NO.**

- 
- 5            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTIONS (2) RE AMENDMENTS TO THE BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM ORDINANCE.**

Bob Redmond, the Board's Financial Analyst, indicated that he would speak with Marty Fitzhugh, Corporation Counsel, relative to the amendments prior to the full Board meeting.

- 6            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE MANAGEMENT ASSESSMENT SUB-SYSTEM FOR THE HOUSING DEPARTMENT (CENTER RIDGE ARMS).**

- 7            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE TWO ADDITIONAL WARNING SIRENS (9-1-1 CENTRAL DISPATCH).**

- 8            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE NEW WORLD CAD UPGRADE (9-1-1 CENTRAL DISPATCH).**

- 9            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE GRANT APPLICATION FOR PHRAGMITES CONTROL AT PINCONNING PARK (ENVIRONMENTAL AFFAIRS/COMMUNITY DEVELOPMENT).**

The above referred to grant application was explained by Laura Ogar, Director of Environmental Affairs and Community Development. This project was initiated by Commissioner Michael Duranczyk and Michael Gray and it includes the entire shoreline back. This is a multi-year undertaking. It was questioned if property owners would be included and Ms. Ogar explained that this is being looked at. Pinconning Park will serve as a test area with possible future expansion.

The next item on the agenda was the LED Demonstration - Energy Efficiency Project. Ms. Ogar explained that Bay County was awarded a demonstration grant from the Department of Energy and Economic Growth for new LED lighting to replace the existing less energy-efficient lighting. Bay County had proposed to provide the 10% match through in-kind labor through installation of the equipment with the remaining 90% being paid through grant funds. It was recently learned that the DELEG will provide 90% of equipment costs only and Bay County is now being asked to provide 10% of the remaining equipment costs (\$25,000) plus the labor. It is intended that this funding will be secured from local grant funders. It was suggested in a meeting with the County Executive that there be possible general fund back-up. Commissioner Coonan requested that the County pursue Sylvania super saver bulbs versus the CFL. Ms. Ogar indicated she would look into this but cautioned that the lighting must be LED lighting. A breakdown of costs will be provided for the Board meeting. Following brief discussion, it was

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**WAYS AND MEANS COMMITTEE  
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**MOTION NO.**

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- 10            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FUNDING FOR LED DEMONSTRATION - ENERGY EFFICIENCY PROJECT (ENVIRONMENTAL AFFAIRS/COMMUNITY DEVELOPMENT).**
- 11            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF SUBMITTED BUDGET ADJUSTMENTS)**
- 12            MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11.**
- 13            MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE.**

Under announcements Commissioner Begick reminded of the Auburn Corn Fest which is scheduled for the coming week-end. There will be many activities for everyone including a parade, rides, softball games, etc. The Corn Fest begins Thursday, July 8<sup>th</sup>.

There being no further business, It was

- 14            MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:37 P.M.).**

Submitted by:

*Deanne Berger*

Deanne Berger  
Board Coordinator



**18<sup>th</sup> JUDICIAL CIRCUIT COURT**  
**74<sup>th</sup> JUDICIAL DISTRICT COURT**

1230 Washington Avenue  
Bay City, Michigan 48708-0010

**KIM B. MEAD**  
Court Administrator

Phone: (989) 895-4266  
Fax: (989) 895-4099  
meadk@baycounty.net

September 1, 2010

Donald J. Tilley, Chair  
Ways and Means Committee  
Bay County Board of Commissioners  
515 Center Avenue  
Bay City, Michigan 48708

Chair Tilley:

Earlier this year, the Ways and Means recommended and the Board of Commissioners appropriated funds for use by the Sheriff's Department and the 74<sup>th</sup> District Court to acquire an e-ticketing solution for traffic tickets. At the time the proposal was developed, the company initially selected was APS-Advanced Public Safety.

Since that date, Shirley Beeman, Deputy Court Administrator and I visited three courts using the APS software solution. At all three locations, we observed problems that we felt resulted in processes that are anything but electronic. The courts had to print a hardcopy from the Sheriff's server of each and every ticket, then manually open the ticket transferred to their management system and scan for corrections. Missing and duplicate tickets were another problem. Unfortunately, the software application resulted in increased staff time to process and had no savings in paper.

Mrs. Beeman and I then visited two courts that are using Iyetek as their e-ticketing software solution. One court was truly automated, and the other was still printing each ticket as a safety measure, their choice, however, we felt that they could stop that practice since they have proven that all tickets are arriving at the Court with the correct information.

Based on the due diligence step we undertook, we have met with representatives of the Sheriff's Department, Information Services, and Mr. Robert Redmond and suggested that we change our initial vendor to Iyetek and make them the vendor of choice.



As your agenda deadline is approaching, we are gathering updated cost projections. Right now the quotation from Iyetek is \$70,240.50; \$15,065.20 less than APS. Judicial Management Systems (JMS), 74<sup>th</sup> District Court's software vendor, does not have an interface module available for Iyetek. This will be an increased cost which is yet to be determined. At our request JMS is working with Iyetek to prepare a quote for creation of this module.

At this point, I ask that the committee make a favorable recommendation to the Board of Commissioners to select Iyetek as the vendor of choice for this project and authorize the Chairman to sign all related documents pertaining to this contract.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kim Brian Mead', with a stylized, cursive script.

Kim Brian Mead  
Court Administrator

**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, On May 11, 2010, via resolution no. 2010-88, the Bay County Board of Commissioners approved implementation of an electronic ticketing program in Bay County and appropriated \$115,000 to acquire an e-ticketing solution; and
- WHEREAS, At the time the proposal was developed, the company initially selected was APS-Advanced Public Safety; and
- WHEREAS, As the result of extensive research and review, it is determined that Iyetek whose quotation is \$70,240.50 (\$15,065.20 less than APS) is the vendor of choice; and
- WHEREAS, Judicial Management Systems (JMS), 74<sup>th</sup> District Court's software vendor, does not have an interface module available for Iyetek and, at Bay County's request, is working with Iyetek to prepare a quote for creation of this module. This will result in an increased cost yet to be determined. Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the selection of Iyetek as the vendor of choice for the e-ticketing program in Bay County and authorizes the Chairman of the Board to execute the contract with Iyetek, as well as all other related documents, on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

DistCt&Sheriff - E-Ticketing Program - Iyetek

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

*John E. Miller*  
*Sheriff Of Bay County*

Michael T. Janiskee  
Undersheriff

Newt Jerome  
Jail Administrator



To: Commissioner Donald J. Tilley  
Chairman, Ways & Means Committee  
Bay County Board of Commissioners

From: Sheriff John E. Miller *JEM/SS*

Date: August 20, 2010

Ref: Risk Avoidance Program Grant/Restraint Chair Purchase

**BACKGROUND:** Michigan Municipal Risk Management Authority has approved our application to cover 50% of the cost to purchase a restraint chair to be used by corrections staff. Corrections officers often encounter extremely violent inmates who are a serious threat to themselves, staff and other inmates. Restraint chairs completely immobilize the prisoner's torso and limbs. This device provides safety for the officers as well as the person being restrained.

**FINANCE/ECONIMICS:** Total cost of the restraint chair project is \$1,525 and the county share is 50%, which is \$762.50.

**RECOMMENDATIONS:** I am requesting approval to proceed with the grant and purchase the chair. I am further requesting that funds be allocated from the General Fund to cover the cost and the finance department be authorized to complete any necessary budget transfers.

Cc: Chairman Brian Elder  
Martha Fitzhugh, Corporation Counsel  
Newt Jerome, Jail Administrator  
Crystal Hebert, Finance Department  
File

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**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, Michigan Municipal Risk Management Authority (MMRMA) has approved the Bay County Sheriff's application to cover 50% of the cost of a restraint chair to be used by corrections staff to immobilize extremely violent inmates who are a serious threat to themselves, staff and other inmates; and
- WHEREAS, The restraint chair provides safety for the officers as well as the person being restrained; and
- WHEREAS, The total cost of the restraint chair project is \$1,525 and the County's 50% share totals \$762.50, however, funds have not been budgeted for this purchase; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners accepts the MMRMA grant for the restraint chair and allocates the County's match portion of \$762.50 from Fund Balance; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any documents required for this project on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Sheriff Dept - Restraint Chair

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

*John E. Miller*  
*Sheriff Of Bay County*

Michael T. Janiske  
Undersheriff

Newt Jerome  
Jail Administrator



To: Donald J. Tilley, Chairman  
Ways and Means Committee  
Bay County Board of Commissioners

From: Sheriff John E. Miller *J.E.M.*

Date: August 16, 2010

Re: Grant Application FTY 2011 (SRP P.A. 416)

**Background:** The Sheriff's Office has participated in the Secondary Road Patrol (SRP) grant program offered through the Office of Highway Safety Planning (OHSP) for many budget years. The county has received SRP grant funding during previous budget years that have provided for three officers, two vehicles and various items of support equipment. This year's grant application must be submitted to the OHSP no later than September 15, 2011. In order to maintain Grant compliance, Bay County must continue Maintenance of Effort of twenty three (23) locally funded Road Patrol officers for FTY 2011 grant cycle.

**Economics/Finance:** This year's anticipated grant allocation for Bay County is projected at \$149,900. Last years grant award was \$168,428. There is no local funding as a condition of the grant.

**Recommendations:** I am requesting the Committee's approval and authorization to move forward with the 2011 SRP Grant Application, and upon OHSP approval of the SRP Grant, make necessary budget adjustments.

CC: Undersheriff Michael T. Janiske  
Brian Elder, Chairman Bay County Board of Commissioners  
Kim Priessnitz, Budget Supervisor  
Martha Fitzlugh, Corporate Counsel  
File Copy

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**No. 2010**

**BAY COUNTY BOARD OF COMMISSIONERS  
9/14/10**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (9/7/10)

WHEREAS, The Bay County Sheriff Department has participated in the Secondary Road Patrol (PA 416) State Office of Highway Safety grant for several years, said grant providing funding for three (3) officers, two patrol vehicles and additional support equipment; and

WHEREAS, Grant funding in the projected amount of \$149,900 is available for FY 2010-2011 (\$168,428 was funded for FY 2009-2010) and the Bay County Sheriff again wishes to make application for P.A. 416 funding; and

WHEREAS, In order to maintain grant compliance, Bay County must continue Maintenance of Effort of twenty three (23) locally funded Road Patrol officers for the FY 2011 grant cycle; and

WHEREAS, No local funding match is required for the P.A. 416 grant; Therefore, Be It RESOLVED By the Bay County Board of Commissioners that the application for Secondary Road Patrol (PA 416) and Traffic Accident Prevention Program funding for 2010-2011 is approved and the Chairman of the Board authorized to execute the grant application, grant contract, and all documents related to the 2010-2011 P.A. 416 Grant, following legal review/approval; Be It Further

RESOLVED That required budget adjustments are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Sheriff - PA 416 Grant - 2010-11

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

-11-



*Courthouse Erected A.D. 1932*

*Cynthia A. Luczak*  
*Bay County Clerk*

515 Center Ave., Suite 101  
Bay City, MI 48708-5941  
Phone (989) 895-4280  
Fax (989) 895-4284  
TDD (989) 895-4049

August 31, 2010

Brian Elder, Chairman  
Bay County Board of Commissioners  
515 Center Avenue  
Bay City, MI 48708

**Commission:**

Please consider the following request at the Ways & Means session of 9/7/2010.

**Request:** The allocation of funds for the purchase of an "IDentiphoto" system for the processing of Concealed Weapons permits. This would work in conjunction with software applications purchased from Eaton County and produce a secured concealed weapon permit in an expeditious manner. This would also affix the photograph by a scanned, digitized means reducing the chance of fraud.

**Background:**

This computer application has been developed in cooperation with and also approved by the Michigan State Police for the processing of carry concealed weapon permits.

**Finance:** As the Clerk office budget does not contain the funding for the purchase, it would be necessary to appropriate \$8,000 from 2010 fund balance covering \$5,100 for the software/hardware system; \$1,500 three (3) yr. service contract, \$1,000 for print cartridges and \$400 initial card stock.

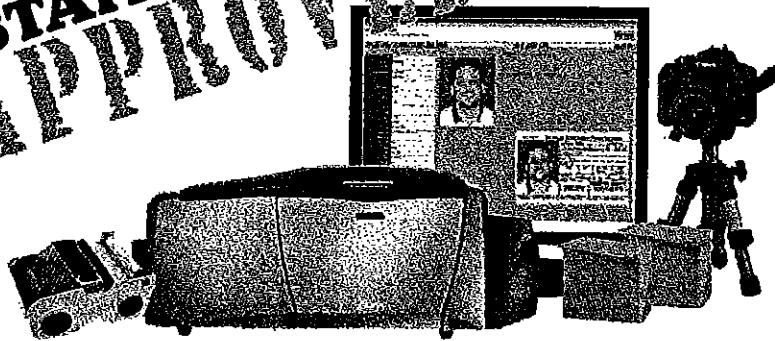
Thank you for your consideration.

Sincerely,

Cynthia A. Luczak  
Bay County Clerk

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**MICHIGAN  
STATE POLICE  
APPROVED**



## **IDentiphoto® 400CCW PERMIT CARD SYSTEM**

**CREATE CCW PERMITS WITH ONE SIMPLE & VERSATILE SYSTEM**

### **It's easy!**

Replace inefficient paper legacy systems with an automated system. You can quickly and easily enter data accurately, look-up data already entered effortlessly and quickly produce plastic CCW cards.

**Reduces  
manual hours  
35 seconds  
versus 5 minutes**

Its simplicity and versatility make it an excellent choice for concealed pistol license applications without any trouble!

Right out of the box you'll be ready to design and produce secure permit cards using a powerful, yet easy-to-use photo ID software and card printer.

The IDentiphoto 400CCW Permit Card System requires no cut-and-paste card assembly and no system integration effort!

- Reduces manual hours
- BIG savings on labor and consumable costs
- Convenient database for digital records and instant card reissuance
- Simple operation
- Unlimited tech support

### **It's complete!**

The IDentiphoto® 400CCW Identity Card System includes everything you need to create secure cards.

- Direct-to-Card Printer
- ID Badging Software
- Photo Scanner
- Canon Digital Camera
- Canon Power Supply
- Tripod
- One YMCKOK Ribbon Cartridge — 200 prints
- 500 Composite Blue PVC cards
- Cleaning Kit
- 2-Year Warranty
- Signature Device

System Requirements:  
Windows® 2000/XP/2003/  
VISTA / Windows® 7 32-bit

### **PERMIT DESIGN INCLUDED**

**Contact Geoff Urbanowski Today For Full Details!**  
**800-860-9111 or [g.urbanowski@identiphoto.com](mailto:g.urbanowski@identiphoto.com)**

***IDentiphoto®***  
*Specialists in Identification*

1810 JOSEPH LLOYD PARKWAY • WILLOUGHBY, OHIO 44094-8042  
Phone (440) 306-9000 • Toll Free (800) 860-9111 • Fax (440) 306-9001  
web: [www.identiphoto.com](http://www.identiphoto.com) • e-mail: [sales@identiphoto.com](mailto:sales@identiphoto.com)



RI-13 (04/03)

# Michigan Concealed Pistol License



LICENSE # 12345		<input type="checkbox"/> Duplicate	
<input type="checkbox"/> Exempt from pistol free zones. MCL 28.425o(4)			
Last Name Samplestien			
First Sample			
Middle S			
DOB 1/1/80	SEX M	HEIGHT 6' 10"	EYES Brown
CLERK'S SIGNATURE		<i>Jan. E. Lee</i>	
COUNTY			
ISSUE DATE 3/15/10		EXPIRATION DATE 3/14/12	

Authority: Act 372 of 1927, as amended. Completion: Voluntary. Penalty: No license.

**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, The Bay County Clerk wishes to purchase an "IDentipho" system for the processing of concealed weapons permits; and
- WHEREAS, This system, which will affix the photograph by scanned, digitized means, would work in conjunction with software applications purchased from Eaton County and will produce a secured concealed weapon permit in an expeditious manner; and
- WHEREAS, This computer application has been developed in cooperation with and approved by the Michigan State Police for the processing of carrying concealed weapon permits; and
- WHEREAS, The funding required (\$8,000) covers \$5,100 for the software/hardware system; \$1,500 three year service contract; \$1,000 for print cartridges and \$400 initial card stock and these funds are not included in the County Clerk's 2010 budget; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the purchase of an IDentipho System for the processing of concealed weapons permits by the Bay County Clerk's office at a cost of \$8,000, monies to come from Fund Balance; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any documents required for this purchase following legal review/approval; Be It Finally
- RESOLVED That budget adjustments required are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

County Clerk - Identipho System

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**TOWNSHIP OF PINCONNING  
COUNTY OF BAY, MICHIGAN**

At a special meeting of the Township Board of the Township of Pinconning, Bay County, Michigan, held at the Pinconning Township Hall, 1751 E Cody Estey Road, Pinconning, Michigan, on the 25th day of August, 2010, at 10:00 a.m.

PRESENT: Members: Stalsberg, Holbrook, Morin

ABSENT: Members: Trudo

The following preamble and resolution were offered by Board Member Morin, supported by Board Member Holbrook, moved the adoption of the following resolution:

**RESOLUTION NO. 10-06**

**A RESOLUTION REQUESTING BAY COUNTY TO ALLOCATE A PORTION OF THE COUNTY'S RECOVERY ZONE ECONOMIC DEVELOPMENT BOND VOLUME CAP TO AN ADDITIONAL WATER EXTENSION PROJECT FOR THE TOWNSHIP OF PINCONNING**

WHEREAS, on February 17, 2009, the President signed into law the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5 Stat. 115 ("ARRA"); and

WHEREAS, Section 1401 of Title I of Division B of ARRA authorizes state and local governments to issue Recovery Zone Economic Development Bonds; and

WHEREAS, Recovery Zone Economic Development Bonds may be used to finance certain "qualified economic development purposes" as that term is defined in ARRA; and

WHEREAS, pursuant to Notice 2009-50 issued by the United States Internal Revenue Service ("Notice 2009-50"), Bay County, Michigan (the "County"), received an allocation of a portion of the national Recovery Zone Economic Development Bond limitation in the amount of \$6,612,000 (the "County's RZEDB Allocation"); and

WHEREAS, expenditures for public infrastructure and construction of public facilities constitute "qualified economic development purposes" under ARRA; and

WHEREAS, in accordance with the Township of Pinconning's (the "Township") prior request, the Bay County Board of Commissioners adopted Resolution No. 2010-55 on April 13, 2010 allocating \$750,000 of the County's RZEDB Allocation to the Township for the Township's proposed M-13 water extension project; and

WHEREAS, the Township desires to improve and extend its existing water system to the west side of the I-75/Pinconning Road interchange (as more particularly described on Exhibit A attached hereto) (the "I-75 Component") to serve additional customers and properties; and

WHEREAS, the Township's as-bid cost of the I-75 Component is \$151,000.00; and

WHEREAS, the as-bid estimate of cost for the Township's M-13 water extension is \$465,000 (excluding Township funds on hand for the project in the amount of \$235,000) (the "M-13 Component"); and

WHEREAS, the Township has determined that the I-75 Component and the M-13 Component (collectively the "Project") will enhance and promote the public welfare; and

WHEREAS, the Township desires to undertake both the I-75 Component and the M-13 Component of the Project by issuing Recovery Zone Economic Development Bonds by the Township as authorized by ARRA and State law.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Township hereby requests that the County amend Resolution No. 2010-55 to include the I-75 Component of the Project, in addition to the M-13 Component, so that the County's RZEDB Allocation to the Township may be used by the Township to issue Recovery Zone

Economic Development Bonds to finance both the I-75 Component and the M-13 Component of the Project.

2. The Township anticipates that the Project will be financed through issuance of the Township's Recovery Zone Economic Development Bonds in an amount not to exceed \$616,000.

3. The Township hereby relinquishes the remaining \$134,000 County RZEDB Allocation allocated by the County to the Township in Resolution No. 2010-55.

AYES: Members: Stalsberg, Holbrook, Morin

NAYS: Members: none

RESOLUTION DECLARED ADOPTED.

JoAnna Morin  
JoAnna Morin, Clerk  
Township of Pinconning

STATE OF MICHIGAN     )  
                                      ) ss.  
COUNTY OF BAY         )

I, JoAnna Morin, the duly qualified and acting Clerk of the Township of Pinconning, Bay County, Michigan (the "Township"), do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township at a special meeting thereof held on the 25th day of August, 2010, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed by official signature this 25<sup>th</sup> day of August, 2010.

JoAnna Morin  
JoAnna Morin, Clerk  
Township of Pinconning

**EXHIBIT A****DESCRIPTION OF I-75 COMPONENT**

Extension of water main to the west side of the I-75/Pinconning Road interchange to provide existing businesses with quality drinking water from a dependable source.

Extension of water main consisting of approximately 2,950 lineal feet of 12-inch water main to provide adequate service for commercial needs. The water main would be located along the North side of Pinconning Road from the East side of the I-75 Interchange to Seven Mile Road just west of the interchange.

**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (9/7/10)  
 WHEREAS, On April 13, 2010, the Bay County Board of Commissioners adopted resolution no. 2010-55 approving Recovery Zone Economic Development Bond allocations to the City of Bay City (\$5,862,000) and to Pinconning Township (\$750,000); and  
 WHEREAS, Pinconning Township's allocation was to be utilized to construct an approximate 3 mile 12" water line extension as well as improvements to their M-13 water main from Cody Estey Road north to Bay-Arenac Road; and  
 WHEREAS, Pinconning Township now wishes to improve and extend its existing water system to the west side of the I-75/Pinconning Road interchange to serve additional customers and properties and enhance and promote public welfare; and  
 WHEREAS, The Township's as-bid cost for the Township's I-75 component is \$151,000 and the as-bid estimate of cost for the Township's M-13 water extension is \$465,000 totaling \$616,000 for the combined project, \$134,000 under the Recovery Zone Economic Development Bond allocation of \$750,000; and  
 WHEREAS, It is the intent of Pinconning Township to relinquish the remaining \$134,000 County RZEDB allocation; Therefore, Be It  
 RESOLVED That the Bay County Board of Commissioners hereby amends resolution no. 2010-55 to include the I-75 component in the Pinconning Township RZEDB allocation; Be It Further  
 RESOLVED That the Chairman of the Board is authorized to execute any documents required to include the I-75 component in the Pinconning Township RZEDB allocation on behalf of Bay County following legal review/approval; Be It Further  
 RESOLVED That Bay County accepts the \$134,000 allocation remaining from the Pinconning Township M-13 and I-75 projects.

DONALD J. TILLEY, CHAIR  
 AND COMMITTEE

ARRA FUNDS - Amendment to Pinconning Township Project/Allocation

Sponsored by Commissioner Michael J. Duranczyk, 1<sup>st</sup> District.

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

# **RENOSOL**

C O R P O R A T I O N

August 31, 2010

Brian Elder, Chairman  
Bay County Board of Commissioners  
515 Center Avenue  
Bay City, MI 48708

Gentlemen,

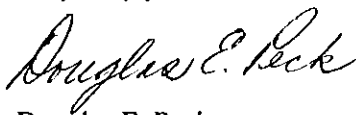
We understand that the U.S. Treasury Department has announced a program which enables private businesses in designated recovery zones to finance a broad range of depreciable capital projects. We also understand that Recovery Zone Facility Bonds, which are part of the program, are tax-exempt and that approximately \$9,917,000 has been allocated to Bay County. Renosol Corporation occupies a plant at 691 River Road in Bay County and would like to participate in that program.

Renosol management believes that we qualify for that program. We are proposing to re-equip our Bay City, Michigan, plant to create a manufacturing facility for composite leaf springs for vans, light, medium and heavy duty trucks and trailers. The project will use innovations in chemical polymer technology to manufacture glass reinforced polymer truck leaf springs, delivering a 70% weight reduction, thus reducing fuel usage and CO<sub>2</sub> emissions. Our project start is projected for 2010 and we already have a prototype order for a composite leaf spring from a manufacturing facility located in Holland, Michigan. Our funding requirements are attached.

Background: Renosol is a technology-based company that has a significant track record as a tier 2 automotive supplier over the last 20 years. Some of our more significant accomplishments are: (i) first to develop a hydrofluorocarbon material when Freon was banned as a blowing agent, (ii) first to reduce amine emissions in automobile passenger compartments, (iii) first to formulate a polymer system using soy oil for automotive seating and (iv) first, in competition with major chemical companies, to save \$1.5 million per year, for a Ford Motor plant in Saline. Renosol has Michigan locations in Bay City and Saline (HQ).

Our required investment (attached) is slightly over \$3.1M and we would create employee jobs of 125 over 5 years.

Very truly yours,



Douglas E. Peck  
Chairman and CEO  
Renosol Corporation

1512 Woodland Drive, Saline MI 48176

734-429-5418 Ext. 106 Fax: 734-429-5351  
email: doug.peck@renosol.com

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<b>Production Facilities</b>	<b>Cost</b>
Acquisition of plant	\$500,561
Renovation of existing building	250,000
Sidetrack agreement	100,000
Incoming materials inspection facilities	7,500
Pre-production test equipment	23,300
Production test equipment	244,300
ILD machine	30,000
Blending equipment	400,000
Storage, blending and reacting, pumping and piping facilities	295,000
Modify mixhead	5,000
Robot	30,000
Conveyors (floor level & overhead)	50,000
Glass drying cabinet	4,000
Glass fiber prep and placement machine	100,000
Glass fiber transport equipment	20,000
Molding press (6)	150,000
Mixing machine/head	290,000
Turntable & controls	50,000
Ejection press	24,500
Mold heating equipment	5,000
Mold cleaning station	10,000
Deburring station (2)	5,000
Drilling station (2)	5,000
Cleaning station (3)	7,000
Bolt assy station (2)	6,000
Painting/coating line	75,000
Weighing scale	4,000
Load tester	100,000
Curing oven	75,000
Packaging and pallet fixtures	5,000
Labeling/stencilling equipment	4,000
Automation/handling equipment	210,000
Fixtures and Gauges	20,000
Tooling	40,000
<b>Total</b>	<b>\$3,145,161</b>

*Rep*

**BAY COUNTY BOARD OF COMMISSIONERS****9/14/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, In 2009 the United States Department of Treasury announced an interest/tax credit program (**not a cash allocation program**) for public entities and private businesses under the American Recovery and Reinvestment Act of 2009 (ARRA); and
- WHEREAS, Bay County was allocated \$6,612,000 for public entities and \$9,917,000 for private businesses; and
- WHEREAS, On April 13, 2010 (res. no. 2010-55) Bay County awarded the public allocation to the City of Bay City (\$5,862,000) and to Pinconning Township (\$750,000); and
- WHEREAS, Renosol Corporation has submitted a request for an allocation available to private businesses; and
- WHEREAS, Renosol is a technology-based company that has a significant track record as a tier 2 automotive supplier over the last 20 years with many significant accomplishments over that period of time; and
- WHEREAS, Renosol Corporation occupies a plant at 691 River Road in Bay County and would like to participate in this program and Renosol management believes it would qualify for this program; and
- WHEREAS, Renosol Corporation is proposing to re-equip its Bay City Michigan plant to create a manufacturing facility for composite leaf springs for vans, light, medium and heavy duty trucks and trailers; and
- WHEREAS, This project will use innovations in chemical polymer technology to manufacture glass reinforced polymer truck leaf springs, delivering a 70% weight reduction, thus reducing fuel usage and CO<sub>2</sub> emissions; and
- WHEREAS, Renosol's project start is projected for 2010 and they have a prototype order for a composite leaf spring from a manufacturing facility located in Holland, MI; and
- WHEREAS, The required investment is \$3,145,161 and it is projected that 125 jobs will be created over a 5 year period; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the allocation of \$3,145,161 of the \$9,917,000 in Recovery Zone Facility Bonds, Interest/tax credit program, to Renosol Corporation; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any and all documents required to process the funding allocation as required by the U. S. Department of Treasury following legal review/approval.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Renosol Corporation - RZFB

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

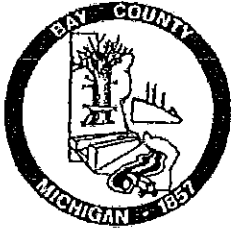
COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

- 23 -



## BAY COUNTY

### Emergency Services

(989) 895-4112 • Fax (989) 895-7658

515 Center Avenue, Suite 404  
Bay City, MI 48708-5125

Thomas L. Hickner  
County Executive

Michael Gray  
Assistant County Executive for Recreation and Administrative Services

Patricia A. Bostick  
Region 3 Fiduciary

### Memorandum

To: Bay County Commissioners – Ways and Means Committee  
Mr. Donald J. Tilley, Chairman

From: Michael K. Gray, Assistant County Executive of Administrative Services

Date: *mkgray* August 27, 2010

Re: FY 2010 Interoperable Emergency Communications Grant Program (IECGP)  
Agreement – Fiduciary Agent

#### Background:

As in 2009, we have the opportunity again in taking part in the FY2010 Interoperable Emergency Communications Grant Program (IECGP). The IECGP is a regional grant. Bay County is included in Region 3, which equates to the Michigan State Police District 3. Region 3 consists of 14 counties, see attached, and each county has elected a primary and an alternate to serve on the Region 3 Homeland Security Planning Board (R3HSPB). The R3HSPB has been tasked by the Michigan Emergency Management and Homeland Security Division (EMHSD) to unite public officials to address common problems. Major events, especially terrorism, will invariably have a regional impact and prevention, protection, response and recovery missions will require extensive regional collaboration. Successful regional approaches to communication allow regions to coordinate planning and protection, spread costs, and share risk, thereby increasing the return on investment.

The R3HSPB has appointed a Communications Committee chaired by Leonard Norman, 911 Director for Bay County. The goal of the Committee and the IECGP is to improve local, tribal, regional, statewide, and national interoperable emergency communications, including communications in collective response to natural disasters, acts of terrorism, and other man-made disasters. This grant is effective when the documents are signed and the performance period of the grant is 36 months.

The FY 2010 IECGP provides planning, training, and exercise funding to States, Territories, and local and tribal governments to carry out initiatives to improve interoperable emergency communications. All activities under the IECGP must be integral to Interoperable emergency communications and must be aligned with the goals, objectives, and/or

initiatives identified in the State of Michigan Statewide Communications Interoperability Plan (SCIP).

One county in the region will act as the fiduciary agent for the projects nominated by the R3HSPB and approved by EMHSD. Bay County has performed this function for the FY2006-FY2009 HSGP, the PSIC and the FY2008 & FY2009 IECGP grants. The R3HSPB has expressed the desire for Bay County to perform this function for the FY 2010 IECGP.

Economics:

The grant award for Region 3 is \$93,543. The fiduciary agent will be allowed 5% (\$4,677.15) for management and administration (M&A) of the grant. The remaining balance will be expended in the investments listed below based on the Communications Committee's recommendation and the R3HSPB approval.

Specific investments made in support of the funding priorities:

- \_ Priority Group #1: Leadership and Governance
- \_ Priority Group #2: Common Planning

fall into one of the following four allowable cost categories for IECGP FY 2010:

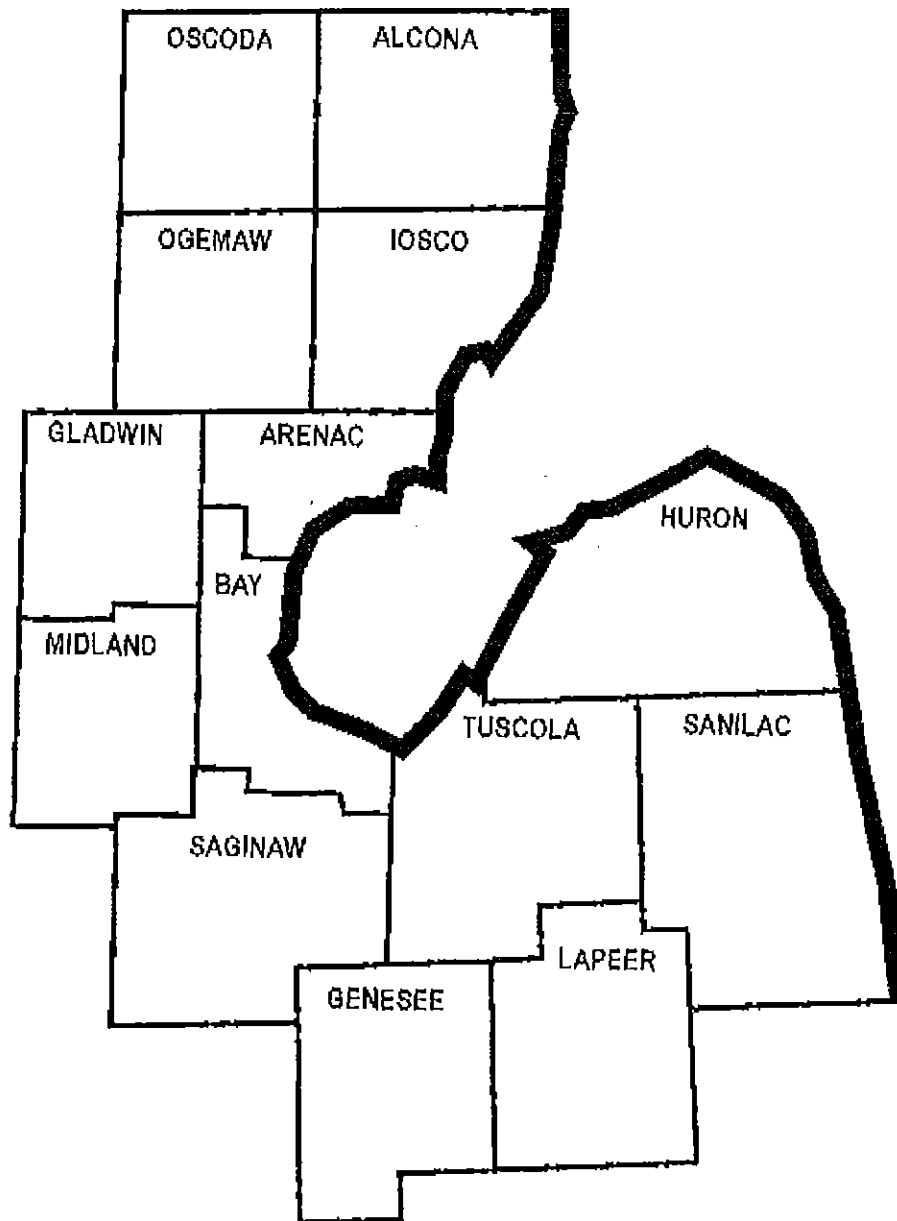
- \_ Planning
- \_ Training
- \_ Exercise
- \_ Personnel Activities

Recommendation:

That the Bay County Board of Commissioners authorize Bay County Administrative Services to act as the fiduciary agent for Region 3. That the Board of Commissioners Chairman be authorized to sign the grant contract, based on a review and approval as to form by Corporation Counsel, and that all required budget adjustments for administering the funds of the grant be approved.

cc: T. Hickner, T. Quinn, M. Fitzhugh, L. Norman, A. Szymanski, J. West P. Bostick

Region 3 -



**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, As in 2009, Bay County again has the opportunity to take part in the FY2010 Interoperable Emergency Communications Grant Program (IECGP) which is a regional grant and is effective when the documents are signed. The performance period of the grant is 36 months; and
- WHEREAS, Bay County is included in Region 3 which equates to the Michigan State Police Region 3 and is comprised of 14 counties and which has been tasked by the Michigan Emergency Management and Homeland Security Division (EMHSD) to unite public officials to address common problems; and
- WHEREAS, The R3HSPB has appointed a communications committee chaired by Leonard Norman, 911 Director for Bay County and the goal of the committee and the IECGP is to improve local, tribal, regional, statewide, and national interoperable emergency communications, including communications in collective response to natural disasters, acts of terrorism and other man-made disasters; and
- WHEREAS, The grant award for Region 3 is \$93,543 and the fiduciary agent will be allowed 5% (\$4,677.15) for management and administration of the grant; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes Bay County Administrative Services to act as the fiduciary agent for Region 3; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute the grant contract and all required documents on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That required budget adjustments are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Adm Services - FY2010IECGP Agt - Fiduciary Agent

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beason				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**BAY COUNTY  
Administrative Service**

**Michael K. Gray,**  
**Assistant County Executive for**  
**Recreation & Administrative Services**  
graym@baycounty.net

515 Center Avenue  
Bay City, Michigan 48708

Phone (989) 895-4130  
Fax (989) 895-7658  
TDD (989) 895-4049  
<http://www.co.bay.mi.us/>



**Thomas L. Hickner**  
**County Executive**

**ANIMAL CONTROL**  
Michael Halstead, Manager  
halsteadm@baycounty.net

**BUILDINGS & GROUNDS**  
Richard Pabalis, Superintendent  
pabalir@baycounty.net

**INFORMATION SYSTEMS**  
Robert Super, Director  
superr@baycounty.net

**PURCHASING**  
Frances Horgan, Purchasing Agent  
horganf@baycounty.net

**RECREATION**  
Brent Goik, Recreation & Clubhouse Supervisor  
goikb@baycounty.net

## **MEMORANDUM**

**DATE:** August 30, 2010

**TO:** Mr. Donald J. Tilley, Ways & Means Committee  
Bay County Board of Commissioners

**FROM:**  Michael K. Gray, Assistant County Executive for  
Recreation & Administrative Services

**SUBJECT:** New Generator for Bay County Jail

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**Request:** As part of the Homeland Security process Bay County has submitted an Allowable Cost Justification (ACJ) request to purchase a generator for the Bay County Jail.

**Background:** The current generator at the Bay County Jail/Law Enforcement center is failing and causing serious security and reliability problems throughout the facility. The request has been approved by the Region 3 Homeland Security Planning Board (R3HSPB) and now will be forwarded on to the State for final approval. We do not foresee any problems with this request.

**Economics:** The cost for the new unit is approximately \$79,000 and will come from the FY08 SHSP grant. By this request we are saving a total \$79,000 to the county's general fund.

**Recommendation:** To receive this information.

**cc:** Tom Hickner                      Leonard Norman  
         Sheriff Miller                Pat Bostick  
         Newton Jerome  
         Chris Izworski

**BAY COUNTY**  
**Administrative Services**

**Michael K. Gray**  
**Assistant County Executive for**  
**Administrative Services**  
[graym@baycounty.net](mailto:graym@baycounty.net)

515 Center Avenue  
Bay City, Michigan 48708

Phone (989) 895-4130  
Fax (989) 895-7658  
TDD (989) 895-4049  
<http://www.co.bay.mi.us/>



**Thomas L. Hickner**  
**County Executive**

**ANIMAL CONTROL**  
Michael Halstead, Manager  
[halsteadm@baycounty.net](mailto:halsteadm@baycounty.net)

**BUILDINGS & GROUNDS**  
Richard Pabalis, Superintendent  
[pabalir@baycounty.net](mailto:pabalir@baycounty.net)

**INFORMATION SYSTEMS**  
Robert Super, Director  
[superr@baycounty.net](mailto:superr@baycounty.net)

**PURCHASING**  
Frances Horgan, Purchasing Agent  
[horganf@baycounty.net](mailto:horganf@baycounty.net)

**RECREATION**  
Brent Golk, Recreation & Clubhouse Supervisor  
[goikb@baycounty.net](mailto:goikb@baycounty.net)

## **MEMORANDUM**

**To:** Mr. Donald J. Tilley, Ways & Means Committee  
Bay County Board of Commissioners

**From:** Michael K. Gray, Assistant County Executive for Recreation & Administrative Services  
Leonard Norman, Central Dispatch Director

**Date:** September 1, 2010

**Re:** Informational Item: County Building Tower scheduled to begin September 9, 2010

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**Request:** Receive this information item.

**Background:** The Board of Commissioners has previously approved construction of a 1.2 million dollar radio communication tower on the roof of the County Building to enhance public safety communications. Through many long months of administrative requirements e.g. F.C.C. licensing, historic preservation review etc., we have eagerly and patiently awaited this project to begin. Enhanced radio reception for 800 MHz as well as VHF signal will benefit police, fire and EMS not only in Bay County but the surrounding mid-Michigan communities as well. Motorola engineers will be onsite to begin on Thursday, September 9, 2010!

**Economics:** In round numbers, this tower is a 1.2 million dollar project, funded by a Public Safety Interoperable Communications Grant for over \$900,000.00, with matching funds coming from the 9-1-1 Central Dispatch Fund.

**Recommendation:** Receive this memo.

**cc:** Tom Hickner      Tim Quinn      Crystal Hebert  
John Miller      Bob Redmond      Rick Pabalis  
Marty Fitzhugh      Region 3HSPB and Communications Committee

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**DIVISION OF  
INFORMATION SYSTEMS**



**BAY COUNTY**

**Robert T. Super II, Director**  
E-mail: [superr@baycounty.net](mailto:superr@baycounty.net)

**Thomas L. Hickner**  
County Executive

515 Center Avenue  
Bay City, Michigan 48708

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**MEMORANDUM**

TO: DON TILLEY, CHAIRMAN  
AND MEMBERS, WAYS AND MEANS COMMITTEE

FROM: ROBERT T. SUPER II, DIRECTOR OF INFORMATION SYSTEMS DIVISION *RTS*

DATE: AUGUST 15, 2010

RE: WAYS AND MEANS SEPTEMBER 7, 2010, AGENDA REQUESTED ITEMS - INFORMATION SYSTEMS  
ISERIES REPLACEMENT PROPOSAL

**BACKGROUND:**

At the Board meeting that took place in June, 2005, a proposal was presented to the Board and approved regarding the replacement of the AS/400 machines for County processing and Central Dispatch processing needs. A new machine with potentially four Logical Partitions were put in place in the fall/winter of 2005/06. The solution addressed the outdated operating system and the age of the actual hardware. In addition to the main processor, a used ISeries machine was placed in the County building for Central Dispatch and Sheriff's processing platforms. The machine was minimal in size and used over the course of the past five years as a redundant machine in the event of hardware failure at the Central Dispatch main machine.

Over the course of the past five years costs have been kept to a minimum and the upgrading of the operating system was delayed due to the uncertainty of the ISeries platforms moving forward. With the prior approval of the New World .NET agreement and the removal of the Finance application as well as the Health application the usage of these machines are at a level that dictates that changes moving forward need to be addressed. The current operating system on the ISeries is out of date and the upgrade of the used redundant box has outlived its usage.

**SOLUTION MOVING FORWARD:**

In reviewing the solutions presented over the course of the past few months and inquiring with all departments throughout the County with regards to their software needs it became apparent that a complete removal of the ISeries machines in the very near future is unattainable. The court systems has two vendor products that reside on the ISeries and although one vendor is moving to a .NET application within the next 18 months the other vendor foresees this occurring at a minimum of three years out and a more realistic time frame of five years. Therefore, the solution that will be presented is to insure the continual day to day operations of the New World application before complete cut over to the .NET application and the necessity of the court software as well as a number of smaller applications residing on the ISeries.

There were four proposals that were analyzed and the most appropriate solution moving forward will comprise of purchasing a used ISeries that will replace the ISeries model 270 which was used for the redundancy of the main ISeries machine located on the 8<sup>th</sup> floor in the County building. The 270 model cannot be upgraded to a higher release level of the IBM system software. A replacement used ISeries machine for the cost of \$6,000 with the IBM operating system release level of 6.1 will be installed. The services for the migration of the prior 270 to the new user model will cost \$3,500. This will place the County and Central Dispatch with the current redundancy capabilities that we have today.

The current 520 with two partitions (one for Central Dispatch/Sheriff and the other for County processing) will be upgraded to release level 6.1 on both partitions. The cost for these services will total \$5,700. Once this is completed, the County will be in position to

begin the sunset process of removing software from these platforms and eventually complete elimination of the iSeries line of processors. We anticipate that by performing these processes no needed upgrades will be needed for a minimum of 3 years and a maximum of 5 years.

#### ECONOMICS:

The detail breakdown of the cost for a three year period follows.

Production Model 520 Today Two Partitions				
	YEAR 1	YEAR 2	YEAR 3	TOTALS YEAR1-3
HW Maintenance	\$5,028.00	\$5,028.00	\$5,028.00	
SW Maintenance	\$4,800.00	\$4,800.00	\$4,800.00	
Professional Services	\$5,700.00			
<b>TOTAL</b>	<b>\$15,528.00</b>	<b>\$9,828.00</b>	<b>\$9,828.00</b>	<b>\$35,184.00</b>
Used Backup Model 520	\$6,000.00			
HW Maintenance	\$1,700.00	\$1,700.00	\$1,700.00	
SW Maintenance	N/A	N/A	N/A	
Professional Services	\$3,500.00			
<b>TOTAL</b>	<b>\$11,200.00</b>	<b>\$1,700.00</b>	<b>\$1,700.00</b>	<b>\$14,600.00</b>
<b>TOTALS FOR INDIVIDUAL YEARS</b>	<b><u>\$26,728.00</u></b>	<b><u>\$11,528.00</u></b>	<b><u>\$11,528.00</u></b>	
<b>GRAND TOTAL FOR THREE YEARS</b>				<b><u>\$49,784.00</u></b>
NOTE: HW - Hardware SW - Software				

The necessary funding we are requesting is a total of \$15,200 for the cost of the used machine and services. This cost has been agreed upon a 50/50 payment from Mr. Leonard Norman, Director of Central Dispatch from the 9-1-1 millage funding and the remaining \$7,600 from the general fund. The cost for the maintenance of the hardware and software has already been budgeted for the remainder of 2010 and budgeted for the 2011 calendar year in both respective departments.

#### RECOMMENDATION:

Authorize the purchase of the additional hardware and authorize the Chairman of the Board to sign the appropriate documents. Finally authorize all necessary budget adjustments that are required.

Cc. Thomas Hickner, County Executive  
Michael Gray, Assistant County Executive  
Sheriff John Miller, Sheriff Office  
Leonard Norman, Director of Central Dispatch  
Marty Fitzhugh, Corporate Counsel

**BAY COUNTY BOARD OF COMMISSIONERS****9/14/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, In 2005 the Bay County Board of Commissioners approved replacement of the AS/400 machines for County and 9-1-1 processing needs and, at that time, a used iSeries machine was located in the County Building for Central Dispatch and Sheriff Department processing platforms; and
- WHEREAS, At the time the machine was minimal in size and used over the course of the past five years as a redundant machine in the event of hardware failure at the Central Dispatch main machine; and
- WHEREAS, The current iSeries operating system is out of date and the upgrade of the used redundant box has outlived its usefulness; and
- WHEREAS, After a review of the needs countywide as well as cost, complete removal of the iSeries machines is not feasible at this time; and
- WHEREAS, It is proposed that a used iSeries be purchased to replace the current iSeries model 270 at a cost of \$6,000 along with the IBM operating system release level of 6.1 and migration services to the new user model at a cost of \$3,500; and
- WHEREAS, The current 520 with two partitions (one for Central Dispatch/Sheriff and the other for County processing) will be upgraded to release level 6.1 on both partitions and the cost for these services will total \$5,700; and
- WHEREAS, The total 3 year cost is \$49,784. \$15,200 is the funding required in 2010, \$7,600 from 9-1-1 funds and \$7,600 from the general fund. The remaining required funding will be included in the 2011 and 2012 budgets, respectively; and
- WHEREAS, The cost for maintenance of the hardware and software is budgeted for the remainder of 2010 and budgeted for 2011 in the respective budgets; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Information Systems Director's iSeries replacement proposal to include acquisition of a used iSeries at a cost of \$6,000, IBM operating system release level of 6.1 and migration services to the new user model at a cost of \$3,500, and upgrade of the current 520 partitions (2) to release level 6.1 at a cost of \$5,700; Be It Further
- RESOLVED That the 2010 cost of the iSeries replacement/upgrade of \$15,200 shall be shared by the County (\$7,600) and 9-1-1 millage funds (\$7,600) with the general fund portion to come from Fund Balance; Be It Further
- RESOLVED That required budget adjustments are approved; Be It Finally
- RESOLVED That the Chairman of the Board is authorized to execute any documents required related to the iSeries replacement on behalf of Bay County following legal review/approval.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

ISD - iSeries Replacement

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**DIVISION OF  
INFORMATION SYSTEMS**



**BAY COUNTY**

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**MEMORANDUM**

TO: DON TILLEY, CHAIRMAN  
AND MEMBERS, WAYS AND MEANS COMMITTEE

FROM: ROBERT T. SUPER II, DIRECTOR OF INFORMATION SYSTEMS DIVISION *BTS*

DATE: AUGUST 25, 2010

RE: WAYS AND MEANS SEPTEMBER 7, 2010, AGENDA REQUESTED ITEMS - INFORMATION SYSTEMS  
DISASTER RECOVERY SERVICES

**BACKGROUND:**

At the Ways and Means committee meeting in May of this year I presented a renewed contract with SunGard for Disaster Recovery services on the ISeries platforms ending on December 15, 2010. At this meeting I indicated in my document that a new solution will be presented at a later date. A number of reasons led to the search for a new service that was less costly and more flexible in terms of distance and contractual agreements.

With the solution selected, Bay County will have the highest possible protection of the valuable assets and will have incorporated the three levels of Disaster recovery methodology. First, high availability which will ensure 100% access of the systems at the County level with minimal down time and interruption of services. Secondly, with the Virtual Machine Ware platform will have in place Business Continuity which will reside at Net Source One. This level of protection will ensure that the interruption of the services are kept at a minimum. The ISeries will have a redundant machine at the County in the event the ISeries encounters errors and a disaster does not need to be announced. The final level of services will be the disaster recovery which may require a time frame greater than the aforementioned levels of protection.

**SOLUTION MOVING FORWARD:**

After receiving five bids for Disaster Recovery services the selection process arrived at Net Source One located in Saginaw to provide these services moving forward. The basis for this selection was cost and location. In addition, Net Source One provides technical skill sets that will assist in the event of a major disaster occurs. With Net Source One selection we will have the entire Bay County platforms under contract for the DR services. These platforms are the ISeries that is used by Central Dispatch, Sheriff's office and the County applications as well as the VM Ware which host the financial system, health department, treasurers taxation applications, Register of Deeds, Clerk's office, Drain office, Payroll and Human resources as well as minor utility applications.

Net Source One will provide the following services and the cost for each of these services:

- ISeries platform: Net Source One will provide the working area within their Data Center to host a ISeries that will be delivered within a 8 hour time frame to restore the data from the most recent backup. Ask Corporation will be contractually under agreement that if the County declares a disaster they will deliver to Net Source One a compatible machine to the machines currently in place at Central Dispatch. The cost for these services will be a monthly fee of \$175.00 from NetSource One for a yearly fee of \$2,100.00. The ASK Technology Services will be a yearly fee of \$2,400.00. In the event of a disaster ASK Technology Services will cost \$1,000 per disaster declared with the option of a test for \$500.00. Total cost of the entire agreement is \$4,500.00.
- VM Ware platforms will have a owned County server and storage devices that Net Source One will have a rack available for

all servers at a cost of \$600.00 per month with a yearly total of \$7,200.00.

**ECONOMICS:**

The necessary funding for the cost of the Sungard contract through December 15, 2010 will be evenly paid by the general fund and 9-1-1 funds. These dollars were budgeted for the entire 2010 calendar year. The cost for the solution after the December 15, 2010 will be budgeted in the 2011 fiscal year.

**RECOMMENDATION:**

Authorize the respective departments to provide these services through December 15, 2010 and grant the Board Chair have authorization to sign the appropriate agreements, if necessary.

Cc. Thomas Hickner, County Executive  
Michael Gray, Assistant County Executive  
Sheriff John Miller, Sheriff Office  
Leonard Norman, Director of Central Dispatch  
Marty Fitzhugh, Corporate Counsel  
Robert Redmond, Board Financial Analyst  
Tim Quinn, Acting Finance Officer  
Frances Horgan, Purchasing Agent

**BAY COUNTY BOARD OF COMMISSIONERS****9/14/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, In May 2010, the Bay County Board of Commissioners approved renewal of a contract with SunGard for Disaster Recovery services on the iSeries platforms expiring 12/15/10; and
- WHEREAS, Since May 2010 Bay County Information Systems has been pursuing other vendors for disaster recovery services based on protection, performance, cost, location and flexibility; and
- WHEREAS, After receiving 5 bids for Disaster Recovery services, the Information Systems Director is recommending Net Source One, Saginaw, to provide disaster recovery services as outlined:
1. iSeries platform: Net Source One will provide the working area within their Data Center to host a iSeries that will be delivered within a 8 hour time frame to restore the data from the most recent backup. Ask Corporation will be contractually under agreement that if the County declares a disaster they will deliver to Net Source One a compatible machine to the machines currently in place at Central Dispatch. The cost for these services will be a monthly fee of \$175.00 from NetSource One for a yearly fee of \$2,100.00. The ASK Technology Services will be a yearly fee of \$2,400.00. In the event of a disaster ASKTechnology Services will cost \$1,000 per disaster declared with the option of a test for \$500.00. Total cost of the entire agreement is **\$4,500.00.**
  2. VM Ware platforms will have a owned County server and storage devices that Net Source One will have a rack available for all servers at a cost of \$600.00 per month with a yearly total of **\$7,200.00;** and
- WHEREAS, Funds for disaster recovery services are budgeted in 2010 and will be included in the 2011 budget; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the contract with Net Source One for Disaster Recovery services commencing 12/15/10 and the Chairman of the Board is authorized to execute said contract and all related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

ISD - Net Source One - Disaster Recovery Services

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Malllette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

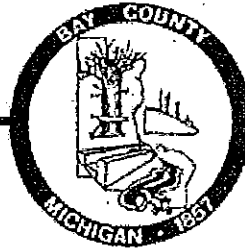
VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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**DIVISION OF  
INFORMATION SYSTEMS**



**BAY COUNTY**

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**MEMORANDUM**

TO: DON TILLEY, CHAIRMAN  
AND MEMBERS, WAYS AND MEANS COMMITTEE *RTS*

FROM: ROBERT T. SUPER II, DIRECTOR OF INFORMATION SYSTEMS DIVISION

DATE: AUGUST 25, 2010

RE: WAYS AND MEANS SEPTEMBER 7, 2010, AGENDA REQUESTED ITEMS - INFORMATION SYSTEMS  
FIBER CONNECTION TO THE BAISD AND SVSU

**BACKGROUND:**

For the past five plus years we have been attempting to attach to the fiber that runs along 1<sup>st</sup> street which is the BAISD fiber run. Recently, we were approached by Mr. Ken Schindler from SVSU that was offering the use of two strands of fiber that has connection to SVSU, Saginaw County, the City of Saginaw as well as Midland County. I met with Mr. Mike Dewey and Mr. Schindler and we came to an agreement that the fiber that SVSU has available can be used by the County of Bay. We will not be using the fiber runs that are in use by BAISD. Currently, the two strands of fiber from SVSU is not in use and will have ample bandwidth.

**RESOLUTION REQUESTED:**

Through the efforts of Ken at SVSU he has drawn up a Memo of Agreement that states that we have access to the fiber for three years and that the agreement can be addressed on a year to year basis after the three year agreement expires. The agreement also states that we have the option of foregoing this agreement in writing at a later date, if necessary. Mr. Dewey has taken the agreement to his Board and they have passed the resolution as well SVSU.

The only cost that will be inflicted with this agreement is the cost to make the connection to the fiber on First Street running into the nearest access point which is the second floor closet at the Health department. The cost is under \$10,000 and we have taken the steps to secure the funding from the Home Land Security grant source. The reasoning is critical infrastructure for Bay County as well as the potential for further collaboration efforts. Therefore, there will be no cost to the County of Bay for this entire endeavor.

**ECONOMICS:**

There are no requests for funding for this proposal.

**RECOMMENDATION:**

Authorize the Bay County ISD to collaborate with BAISD and SVSU and grant the Board Chair have authorization to sign the appropriate agreement. Finally, approve of further potential Home Land Security grant money for miscellaneous costs.

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**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, For over 5 years Bay County ISD has been attempting to attach to the fiber that runs along 1<sup>st</sup> Street which is the BAISD fiber run; and
- WHEREAS, Recently Bay County was approached by SVSU representatives offering use of two strands of fiber that have connection to SVSU, Saginaw County, the City of Saginaw and Midland County; and
- WHEREAS, A Memorandum of Agreement stating that Bay County will have access to the fiber for three years has been drafted and includes a year-to-year renewal clause as well as a clause allowing for written termination; and
- WHEREAS, Other than the connection cost, projected to be under \$10,000, there is no additional cost to Bay County; and
- WHEREAS, Homeland Security grant funding is being pursued to cover the connection cost; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Memorandum of Agreement between Bay County (ISD) and Bay Arenac Intermediate School District and Saginaw Valley State University and authorizes the Chairman of the Board to execute said MOA on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That approves use of Homeland Security Grant funds for fiber connection and further approves any budget adjustments that may be required.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

ISD - BAISD & SVSU - Fiber Connection

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
Administrative Services**

**Michael K. Gray**  
**Assistant County Executive for**  
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**Thomas L. Hickner**  
**County Executive**

**ANIMAL CONTROL**  
Michael Halstead, Manager  
[halsteadm@baycounty.net](mailto:halsteadm@baycounty.net)

**BUILDINGS & GROUNDS**  
Richard Pabaliss, Superintendent  
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**INFORMATION SYSTEMS**  
Robert Super, Director  
[superr@baycounty.net](mailto:superr@baycounty.net)

**PURCHASING**  
Frances Horgan, Purchasing Agent  
[horganf@baycounty.net](mailto:horganf@baycounty.net)

**RECREATION**  
Brent Goik, Recreation & Clubhouse Supervisor  
[goikb@baycounty.net](mailto:goikb@baycounty.net)

## **MEMORANDUM**

**To:** Mr. Donald J. Tilley, Chairperson of Ways & Means and its Committee Members  
Bay County Board of Commissioners

**From:**  Brent Goik, Recreation and Clubhouse Supervisor

**Date:** August 31, 2010

**Re:** Community Center Weight Room Equipment

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**Request:** To purchase an elliptical machine for the Community Center's weight room using a donation from the Bay Area Runners Club and a portion of the Community Center's revenue from the weight room's use.

**Background:** Last year the Community Center weight room was renovated for an initiative of wellness to promote better health offered to the public at an affordable cost and for all Bay County employees and retirees.

Included in the renovation of the weight room was the expansion of the room, additional equipment purchased, and flat screen televisions hung on the walls. A large increase in use of the weight room occurred and is continuing to show growth. With the use of the equipment and its life expectancy, pieces of equipment are beginning to deteriorate. Maintenance on a certain elliptical machine is beyond repair thus making this machine unusable.

**Economics:** The Bay Area Runners Club gave the Community Center a generous donation in the amount of \$1,200 to go towards the enhancement of the weight room. The weight room currently is in need of an elliptical machine.

Using research of certain companies and manufacturers, to acquire a suitable machine for the amount of use for our weight room would cost \$3,000. Using the donation from the Bay Area Runners Club we are still short \$1,800. The renovation of the weight room is selling more daily and monthly passes that has increased the overall revenue at the facility.

Year to date the overall revenue at the Community Center in admission and user fees is \$18,705. The total revenue in 2009 under the same line item was \$13,845.

To continue the growth and operation of the weight room we would like to use a portion of this revenue to offset the donation to purchase an elliptical machine.

**Recommendation:** Approval to purchase an elliptical machine for the Community Center's weight room using the \$1,200 donation from the Bay Area Runners Club and \$1,800 from the Community Center's admission and user fee revenue line item.

BJG

Cc: Tom Hickner  
Michael Gray  
Bob Redmond  
Tim Quinn  
Kim Priessnitz

**BAY COUNTY BOARD OF COMMISSIONERS****9/14/10****RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, In 2009 the Bay County Community Center weight room was renovated for an initiative of wellness to promote better health offered to the public at an affordable cost and for Bay County employees and retirees; and
- WHEREAS, Included in the renovation of the weight room was the expansion of the room, additional equipment purchased and flat screen televisions hung on the walls; and
- WHEREAS, A large increase in use of the weight room occurred and is continuing to show growth and with the increased use and equipment life expectancy, pieces of equipment are beginning to deteriorate and maintenance on a certain elliptical machine is beyond repair thus rendering this machine unusable; and
- WHEREAS, The Bay Area Runners Club generously donated \$1,200 towards enhancement of the weight room and these funds could be used towards the purchase an elliptical machine, cost of said equipment being \$3,000; and
- WHEREAS, Year to date the overall revenue at the Community Center in admission and user fees is \$18,705 as compared to \$13,845 in 2009 and Administration recommends utilizing a portion of this revenue to offset the cost of the elliptical machine; Therefore, Be It
- RESOLVED That, with sincere gratitude, the Bay County Board of Commissioners hereby accepts the \$1,200 donation from the Bay Area Runners Club; Be It Further
- RESOLVED That the Bay County Board of Commissioners approves the purchase of an elliptical machine for the Community Center's weight room using the \$1,200 donation from the Bay Area Runners Club and \$1,800 from the Community Center's admission and user fee revenue line item; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any documents that may be required on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That budget adjustments required are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Comm Ctr - Elliptical Machine

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallotto				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglek				Kim Coonan				Donald J. Tilley			

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

-40-

**BAY COUNTY**  
**Administrative Services**

**Michael K. Gray**  
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**Thomas L. Hickner**  
**County Executive**

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**INFORMATION SYSTEMS**  
Robert Super, Director  
[superr@baycounty.net](mailto:superr@baycounty.net)

**PURCHASING**  
Frances Horgan, Purchasing Agent  
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**RECREATION**  
Brent Goik, Recreation & Clubhouse Supervisor  
[goikb@baycounty.net](mailto:goikb@baycounty.net)

## **MEMORANDUM**

**To:** Mr. Donald J. Tilley, Chairperson of Ways & Means and its Committee Members  
Bay County Board of Commissioners

**From:**  Brent Goik, Recreation and Clubhouse Supervisor

**Date:** August 31, 2010

**Re:** Golf Carts

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**Request:** A clarification to last month's approval of purchasing 12 additional golf carts using funds from the Golf Course Fund Balance. The original request made the assumption of purchasing the golf carts outright while the intent was to request a lease to buy option instead of an outright purchase of the 12 golf carts. Thus the request is to purchase 12 additional golf carts on a lease to buy plan over 5 years.

**Background:** While all the background information was spelled out in last month's memorandum, the following is an overview of its detail.

The golf course currently has 50 golf carts in its fleet for rental use. In conjunction with additional play and more players riding while playing golf we are unable to accommodate the needs of all players wanting to play golf and ride at this time. The purchase of 12 additional golf carts would accommodate our need of carts for league play and limit the amount of third party leased golf carts for golf outings.

We are currently leasing 10 golf cars from a third party distributor to address our current dilemma. While the leased carts are a short term fix we are losing revenue in addition to leasing of these carts.

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**Economics:** In our 2009 Requested Capital Items for the golf course, the golf course was approved from the Board of Commissioners \$37,963 to be used towards golf carts. The initial idea was to purchase new golf carts and sell the carts that have reached their life expectancy. Given our current situation we could not afford to trade in or sell off any of our carts, but only add to our current fleet.

During our research and given our current economic condition we have looked to a lease to own option instead of the outright purchase of the golf carts. The golf course's current cash balance is \$74,000 and we feel we do not want to overextend ourselves with a purchase of this magnitude. We feel if we spread out the payments our cash balance will be more stable and we will be able to add to the fund balance over the next few years. Thus the following is the breakdown of the lease to buy option:

\$168.50 per golf cart over 60 months (30 payments – which allows us to only make payments during the months we are open for business). This calculates to having to spend \$12,132 per year over 5 years totaling \$60,660. Again this allows us to spend only 12% of our current cash balance in 2010 instead of 66% of our fund balance if we were to buy the carts outright (To purchase the golf carts outright the cost is \$4,075 each golf cart which totals \$48,900 for 12 carts).

The lease to buy quotes stated above include sales tax and a 6.74% interest rate. The interest rate is competitive throughout the industry given the length of the lease and the purchase price. Government entities typically receive a 4.5% interest rate, however the purchase price must be over \$50,000.

We are in the beginnings of developing a business plan for the need of future capital equipment at the golf course to meet the needs of the facility now and the near future.

The following is data to support the need for this request. The following is golf cart revenue since 2006:

•	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
	\$110,495.80	\$125,530.00	\$127,420.45	\$130,328.88

**Recommendation:** For the Board to approve the request to purchase 12 additional golf carts on a lease to buy option using Golf Course Fund Balance money and authorize the Chairman of the Board of Commissioners to sign any documents necessary to implement this resolution subject to review and approval as to form by Corporation Counsel.

BJG

Cc: Tom Hickner  
Michael Gray  
Bob Redmond  
Tim Quinn  
Kim Priessnitz

**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, In August 2010 the Bay County Board of Commissioners authorized the acquisition of 12 golf carts for the Bay County Golf Course utilizing Golf Course Fund Balance; and
- WHEREAS, It was actually Administration's intent to lease-to-buy golf carts on a lease-to-buy plan over a 5 year period instead of an outright purchase of 12 golf carts; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners hereby rescinds resolution no. 2010-165 dated August 10, 2010; Be It Further
- RESOLVED That the Bay County Board of Commissioners hereby approves the purchase of 12 additional golf carts on a lease-to-buy option utilizing Golf Course Fund Balance as follows: \$168.50 per golf cart over 60 months (30 payments); Be It Further
- RESOLVED That the Chairman of the Board is authorized to sign all documents required for the lease-to-buy arrangement on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That required budget adjustments are approved.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Golf Course - Golf Cart Lease to Buy

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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## BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Leonard Norman  
Director

Thomas L. Hickner  
Bay County Executive

Chris Izworski  
Emergency Management Coordinator  
989-895-4112

To: Don Tilley, Chairman of the Ways and Means Committee

From: Christopher Izworski, Emergency Management Coordinator

Date: August 12, 2010

Subject: Emergency Management Performance Grant (EMPG) Program for FY 2010 - \$24,382.00

**Background:** The Federal Emergency Management Agency (FEMA) provides federal funds through the EMPG Program for state and local emergency management programs. As the designated grantee of the EMPG funding in Michigan, the Michigan State Police Emergency Management and Homeland Security Division (EM-HSD) enters into agreements with local emergency management programs each year.

Reimbursement for the emergency management program is contingent upon completion of the activities in the signed Emergency Management Work Plan, which is maintained in the Emergency Management Coordinators office. In order to remain eligible for EMPG funding, we must maintain current and adequate plans and meet exercise requirements. In addition each program must complete their quarterly work agreement activities and submit all necessary quarterly documentation to EM-HSD.

**Finance/Economics:** This EMPG Agreement covers the current fiscal year. The agreement covers 37.947% (\$24,382.00) of covered program expenses. This is an increase over FY 2009's EMPG agreement 36.63489% (\$22,417.00)

**Recommendation:** Upon favorable review by Corporation Counsel, the Department recommends approval and signature of this Agreement by the Board Chair, as well as approval of all budget adjustments related to this Agreement.

Cc: Tom Hickner, Mike Gray, Leonard Norman, Marty Fitzhugh, Tim Quinn, Andrea Szymanski

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**No. 2010**

**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (9/7/10)
- WHEREAS, The Federal Emergency Management Agency (FEMA) provides federal funds through the EMPG Program for state and local emergency management programs; and
- WHEREAS, As the designated grantee of the EMPG funding in Michigan, the Michigan State Police Emergency Management and Homeland Security Division (EMOHSD) enters into agreements with local emergency management programs each year; and
- WHEREAS, Reimbursement for the emergency management program is contingent upon completion of the activities in the signed Emergency Management Work Plan which is maintained in the Emergency Management Coordinator's office; and
- WHEREAS, In order to remain eligible for EMPG funding, certain requirements must be met; and
- WHEREAS, The EMPG Agreement covers the current fiscal year and provides \$24,382 of covered program expenses which is an increase over FY 2009's EMPG Agreement (\$22,417); Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the Chairman of the Board is authorized to execute the Emergency Management Performance Grant (EMPG) Program Agreement for FY 2010 (\$24,382.00) and all related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That budget adjustments pertaining to this grant are approved.

DONALD J. TILLEY, CHAIR

AND COMMITTEE

Emergency Services - EMPG FY 2010

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Tim Quinn**  
*Personnel and Employee Relations Director*  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

**Thomas L. Hickner**  
County Executive

August 25, 2010

Donald J. Tilley, Chairman  
Ways and Means Committee  
Bay County Board of Commissioners  
515 Center Avenue, Suite 401  
Bay City, MI 48708-5125

**Re: IRS 45(b) plan modification**

Dear Commissioner Tilley:

Please consider the following item for your September 2010 Ways and Means Agenda:

**Request:** Modify Bay County's policy regarding administration of 457(b) plans to include provisions for participant loans, similar to the loan provision provided in the County's 401(k) plan. We request that administration of loans from the 457(b) plan be handled by Nationwide Retirement Solutions. Administration is to include, but not be limited to direct contact with the employee (participant), arranging collection of loan payments from the participant's bank account, and monitoring the payment schedule of the loan.

**Background:** The current 457 (b) plan does not have provisions for participants to take out loans against their savings. Nationwide Retirement Solutions, the third party administrator of the deferred compensation plan will administer such a plan, providing that the plan modification has been approved by the proper authority within the County. Details of the Deferred Compensation Program and the contract with Nationwide are attached and are incorporated by reference herein.

**Financial /  
Economics:** No Impact

**Recommendation:** Forward to the Board of Commissioners Meeting for approval of modification to the 457(b) plan.

Sincerely,

Tim Quinn, Director  
Personnel and Employee Relations

cc: Tom Hickner  
Mike Gray  
Marty Fltzhugh  
Barb MacGregor  
Crystal Hebert

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# NATIONAL ASSOCIATION OF COUNTIES DEFERRED COMPENSATION PROGRAM

## PARTICIPANT LOAN ADMINISTRATIVE PROCEDURES

Nationwide Retirement Solutions, Inc. ("NRS"), as Third Party Administrator of the National Association of Counties Deferred Compensation Program, administers your Deferred Compensation Plan for Public Employees ("Plan"). Recently issued proposed regulations under Internal Revenue Code Section 457 provide that eligible governmental 457(b) plans may permit loans to Participants. NRS recommends that you, as Plan Sponsor and/or Employer (hereinafter collectively referred to as "Plan Sponsor"), consult with your own legal advisor in determining whether you wish to add this optional feature to your Plan.

In the event that you decide to offer loans from your Plan to Participants, you will need to return to NRS at **Nationwide Retirement Solutions, PO Box 182797, Columbus OH 43272-8450, Attn: Loans Administrator** a fully executed original of this document and a fully executed original of the enclosed Plan Document Amendment. NRS cannot begin processing Participant loans from your Plan until it receives fully executed originals of both of these documents.

NRS may need from time-to-time to make changes to the administrative procedures set forth herein and in the Plan Document Amendment. In such a case, NRS will provide you with timely notice of such changes as they become necessary.

The following administrative procedures shall govern the making of loans from your Plan:

1. **Loan Administration.** Plan Sponsor delegates to NRS certain administrative duties regarding the administration of loans from the Plan, which are set forth herein and which may be modified by NRS upon timely notice to Plan Sponsor.
2. **Loan Eligibility.** Any Plan Participant is eligible for a loan from the Plan. Each Participant is entitled to one (1) loan at any time. In addition, a Participant who has defaulted on a previous loan shall not be eligible for another loan from the Plan until all defaulted loans are repaid in full, including accrued interest and fees.
3. **Loan Application and Loan Agreement.** In order to receive a loan from the Plan, an eligible Participant must complete a loan application and return it to NRS. A loan application fee of \$50.00\* will be deducted from the Participant's account(s). Before a loan is Issued, the Participant must enter into a legally enforceable loan agreement as provided by NRS. If the Plan Sponsor permits loans for the purchase of the Participant's principal residence, the Participant will be required to sign a Primary Residence Certificate form and provide NRS with a copy of the contract or other documents relating to the acquisition of the dwelling unit. If the source for a single loan includes both the Participant's Deferred Compensation and Eligible Rollover Accounts, the Participant will be required to complete a loan application and loan agreement for each account which will be treated as separate and distinct for all purposes herein except that they will be considered a single loan for purposes of Sections 2, 6, and 10 herein.
4. **Loan Repayment/Maximum Loan Term.** Repayment of any loan made to a Participant shall be made in a manner and pursuant to the terms set forth in loan agreement. The Participant receiving a loan shall be required to furnish the information and authorization necessary to effectuate the foregoing payments prior to the commencement of a loan. The maximum term over which a loan may be repaid is five (5) years (fifteen (15) years if the Plan Sponsor permits loans for the purchase of the Participant's principal residence).

\* These fees, rates, and minimums are subject to change by NRS upon reasonable notice to the Plan Sponsor. Loan fees will appear as administrative charges on Participant Statements.

In the event that a Participant elects to receive a distribution from the Plan (other than a distribution due to an unforeseeable emergency or other in-service withdrawal) at a time when such person has a Plan loan outstanding, the principal and any accrued interest with respect to such loan shall be taxable.

5. **Loan Amortization.** Each loan shall be amortized in substantially equal payments consisting of principal and interest during the term of the loan. Payments of principal and interest shall be made in a manner and pursuant to the terms set forth in the loan agreement on a monthly basis in equal amounts, except that the amount of the final payment may be higher or lower. Before the loan is made, the Participant will be notified of the date on which the first payment will be deducted and the dates on which subsequent payments are due.

6. **Loan Frequency/Renegotiations.** Each Participant may have only one (1) Plan loan outstanding at any given time. A Plan loan which is in default, even if the defaulted loan was treated as a "deemed distribution" under federal regulations, shall be treated as an outstanding loan until such Participant's account balance is offset by the amount of principal and accrued interest under the loan. NRS shall offset a defaulted loan at any time that is administratively practicable, including but not limited to severance from employment by the Participant or upon a request for a distribution from the Plan. A Participant will be granted a loan no more frequently than two (2) times in any twelve (12) month period. Under no circumstances may loan terms be renegotiated. A new loan shall not be granted prior to the repayment of an outstanding loan.

7. **Default.** The Participant must pay the full amount of each payment (principal and interest) on the date that it is due by having sufficient funds in the account designated for loan payments through the ACH process. If NRS is unable to process a payment on the date due because the Participant fails to have sufficient funds in the account on that date, NRS will assess a fee of \$25.00 that will be deducted from Participant's account(s) and will send written notification to the Participant. The Participant shall be in default for the entire amount of the loan UNLESS the Participant does each of the following: 1) contacts NRS at the Deferred Compensation Service Center, 2) mutually agrees with NRS on a date, which is within 30 days of the missed payment on which funds sufficient to cover the missed payment will be in the account and; 3) actually pays the missed payment. Failure to make such a payment through mutually agreeable terms shall cause the Participant to be in default for the entire amount of the loan. The loan also shall be defaulted upon the death of the Participant or if the Participant commences or has commenced against Participant a bankruptcy case. No additional loans shall be made to a Participant who has defaulted on a Plan loan and who has not repaid all defaulted loans in full, including accrued interest and fees.

8. **Loan Prepayment.** The entire amount of a loan, including outstanding principal and any accrued interest, may be paid without penalty prior to the end of the term of the loan in the manner prescribed by NRS. However, payments made that are less than the remaining principal amount of the loan and any accrued interest with respect to the loan, or which are not paid in the form prescribed by NRS, are not permitted.

9. **Loan Security.** By accepting a loan, the Participant is giving a security interest in his or her vested Plan balance as of the date of the Loan Process Date, together with all additions thereof, to the Plan that shall at all times be equal to 100% of the unpaid principal balance of the loan together with accrued interest.

10. **Maximum/Minimum Loan Amount.** The maximum amount of any loan permitted under the Plan is the lesser of (i) 50% of the Participant's vested account balance (not including any value attributable to applicable life insurance or deemed IRA account) less any outstanding loan balances under the Plan or (ii) \$50,000 less the highest outstanding loan balance during the preceding one-year period. The minimum loan amount permitted is \$1,000.00\*. Loans shall be made in accordance with these limits and those limits imposed under federal regulations without regard to any other loans received by the Participant from any other investment provider under the Plan or any other plan of the employer. The Participant and not NRS shall at all times remain responsible for ensuring that any loan received under the Plan is in accordance with regard to any other loans received by the Participant under any other plans of the Participant's employer. Any tax reporting required as a

\* These fees, rates, and minimums are subject to change by NRS upon reasonable notice to the Plan Sponsor. Loan fees will appear as administrative charges on Participant Statements.

result of the receipt by a Participant of a loan that exceeds the limits imposed by federal regulations shall not be the responsibility of NRS, unless it is determined that such limits were exceeded solely as a result of a loan made through NRS as service provider. Consequently, NRS shall not be required to account for loans made pursuant to a plan other than this Plan or loans made under this Plan that are made by an investment provider other than Nationwide Life Insurance Company.

11. **Suspension of Loan Payments.** NRS may suspend a Participant's obligation to repay any loan under the Plan during the period in which the Participant is performing service in the uniformed services as may be required by law. At the expiration of any suspension of loan payments period, the outstanding loan balance, including any accrued interest and fees, will be re-amortized and the Participant will be required to execute an amended Loan Agreement.

12. **Loan Interest Rate.** The interest rate for any loan shall be established by NRS. These interest rates shall commensurate with interest rates being charged by entities in the business of lending money under similar circumstances. Generally, the rate assumed will be Prime Rate + 1.00%\*. The Prime Rate shall be the prime rate published by the Wall Street Journal two weeks prior to the end of the most recent calendar-year quarter. NRS may adjust the loan interest rate for Participants entering active duty in the military services as may be required by law.

13. **Annual Loan Maintenance and Asset Fees.** An annual loan maintenance fee of \$50.00\* will also be deducted from the Participant's account until the loan is repaid in full. The amount of the outstanding loan balance will be subject to the Asset Fee equal to the maximum Variable Account Annual Expense Fee applicable under the Plan at the time the loan is issued.

14. **Loan Default Fee.** At the time when a default occurs, a \$50.00\* loan default fee will be deducted from the Participant's account. This charge will only affect Participants who fail to make a required loan payment.

15. **Loans for the Purchase of a Principal Residence.** All loans issued by the Plan will be general loans to be repaid in five (5) years unless the Plan Sponsor affirmatively elects to offer loans for the purchase of the Participant's principal residence, which may be repaid in fifteen (15) years. Such loans shall be solely secured by the Participant's vested account balance. All administrative procedures set forth herein shall apply to such loans.

If the Plan Sponsor elects to permit loans for the purchase of the Participant's principal residence, please check this box. ☐

The undersigned Plan Sponsor hereby adopts these Participant Loan Administrative Procedures, effective for loans issued on or after the effective date set forth in the Loans to Participants Amendment to Plan Document, and instructs NRS to administer loans made to Plan Participants in accordance with these terms.

The Plan Sponsor acknowledges the following: (i) that the Plan Sponsor has decided to offer loans under the Plan and is instructing NRS to administer loans under the Plan; (ii) that it understands that, as a result of offering loans under the Plan, the Plan Sponsor, its Participants, and/or the Plan could be subject to adverse tax consequences; (iii) that the Plan Sponsor has independently weighed this risk and has determined that offering loans under the Plan is in the best interest of the Plan Sponsor, its Participants, and the Plan; and (iv) NRS shall not be liable for any adverse tax consequences described in (ii), except as specifically stated under paragraph 10 herein, resulting from the Plan Sponsor's decision to offer loans under the Plan.

\* These fees, rates, and minimums are subject to change by NRS upon reasonable notice to the Plan Sponsor. Loan fees will appear as administrative charges on Participant Statements.

Plan Sponsor  
or Employer: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Plan Name: \_\_\_\_\_

Entity No.: \_\_\_\_\_

Plan Entity: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date: \_\_\_\_\_

\* These fees, rates, and minimums are subject to change by NRS upon reasonable notice to the Plan Sponsor. Loan fees will appear as administrative charges on Participant Statements.

DC-3983-1102

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**BAY COUNTY BOARD OF COMMISSIONERS**

**9/14/10**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (9/7/10)  
WHEREAS, The County's current 457(b) plan does not have provisions for participants to take out loans against their savings; and  
WHEREAS, Nationwide Retirement Solutions, the third party administrator of the deferred compensation plan, will administer such a plan providing that the plan modification has been approved by the proper authority within the County; and  
WHEREAS, County administration is requesting that the Board of Commissioners modify Bay County's policy regarding administration of the 457(b) plans to include provisions for participant loans similar to the loan provision provided in the County's 401(k) plan with administration of loans to be handled by Nationwide Retirement Solutions. Administration of loans shall include but not be limited to direct contact with the employee (participant), arranging collection of loan payments from the participant's bank account, and monitoring the payment schedule of the loan; and  
WHEREAS, There is no financial impact on Bay County; Therefore Be It  
RESOLVED That the Bay County Board of Commissioners, this date, hereby adopts the National Association of Counties Deferred Compensation Program, The Deferred Compensation Plan for Public Employees, Loans to Participants Amendment to Plan Document (attached) and authorizes the Chairman of the Board to execute any documentation that may be required to implement the 457(b) modification on behalf of Bay County following legal review/approval.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

Personnel - 457(b) Plan Modification

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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**NATIONAL ASSOCIATION OF COUNTIES  
DEFERRED COMPENSATION PROGRAM**

**THE DEFERRED COMPENSATION PLAN FOR PUBLIC EMPLOYEES**

**LOANS TO PARTICIPANTS AMENDMENT TO PLAN DOCUMENT**

WHEREAS, PLAN SPONSOR executed the above referenced Plan Document, as amended: and

WHEREAS, effective \_\_\_\_\_, PLAN SPONSOR now desires to further amend the plan document.

The following Section 8.06 is hereby added:

**8.06 Loans to PARTICIPANTS**

- (a) PLAN SPONSOR has elected to make loans available to PARTICIPANTS and has delegated certain administrative duties regarding loans from the PLAN to the ADMINISTRATOR.
- (b) Any loan by the PLAN to a PARTICIPANT under this Section shall be subject to the loan administrative procedures established by the ADMINISTRATOR as well as the following requirements:
  - (i) Loan Eligibility. Any PARTICIPANT may apply for loan under the PLAN. A PARTICIPANT who has defaulted on a previous loan from the PLAN shall not be eligible for another loan from the PLAN until all defaulted loans are repaid in full, including accrued interest and fees.
  - (ii) Loan Application and Loan Agreement. A PARTICIPANT must complete and return to ADMINISTRATOR a loan application. A non-refundable application fee established by ADMINISTRATOR will be deducted from the PARTICIPANT'S ACCOUNT(s) at the time of loan origination. Before a loan is issued, the PARTICIPANT must enter into a legally enforceable loan agreement as provided for by the ADMINISTRATOR.
  - (iii) Loan Repayment. The PARTICIPANT receiving a loan shall be required to furnish to ADMINISTRATOR any information and authorization necessary to effectuate repayment of the loan prior to the commencement of a loan. In the event that a payment cannot be processed because of lack of sufficient funds, the ADMINISTRATOR shall assess an insufficient funds charge, which will be deducted from the PARTICIPANT'S ACCOUNT(s).

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- (iv) **Loan Term and Interest Rate.** The maximum term over which a loan may be repaid is five (5) years (fifteen (15) years if the PLAN SPONSOR permits loans for the purchase of a PARTICIPANT'S principal residence). Each loan shall be amortized in substantially equal payments consisting of principal and interest during the term of the loan, except that the amount of the final payment may be higher or lower. The ADMINISTRATOR shall establish the interest rate for any loan.
- (v) **Loan Frequency.** Each Participant may have only one (1) PLAN loan outstanding at any given time. A PLAN loan which is in default, even if the defaulted loan was treated as a "deemed distribution" under federal regulations, shall be treated as an outstanding loan until such PARTICIPANT'S account balance is offset by the amount of principal and accrued interest under the loan. A PARTICIPANT will be granted a loan no more frequently than two (2) times in any twelve (12) month period.
- (vi) **Default.** The PARTICIPANT must pay the full amount of each loan payment (principal and interest) on the date that it is due. Failure to make such a payment by the due date, or within any cure period established by the ADMINISTRATOR, shall cause the PARTICIPANT to be in default for the entire amount of the loan, including any accrued interest. A loan will also be in default if the PARTICIPANT either refuses to execute, revoke, or rescind any agreement necessary to comply with the provisions of this Section or the loan administrative procedures established by the ADMINISTRATOR, commences or has commenced against PARTICIPANT a bankruptcy case, or upon the death of the PARTICIPANT.
- (vii) **Loan Security.** By accepting a loan, the PARTICIPANT is giving a security interest in their vested PLAN balance as of the loan process date, together with all additions thereof, to the PLAN that shall at all times be equal to 100% of the unpaid principal balance of the loan together with accrued interest.
- (viii) **Loan Amount.** The maximum amount of any loan permitted under the PLAN is the lesser of (i) 50% of the PARTICIPANT'S vested account balance less any outstanding loan balances under the PLAN or (ii) \$50,000 less the highest outstanding loan balance during the preceding one-year period. The ADMINISTRATOR shall establish the minimum loan amount. The PARTICIPANT and not the ADMINISTRATOR shall at all times remain responsible for ensuring that any loan received under the PLAN is in accordance with these limits with regard to any other loans received by the PARTICIPANT under any other plans of the PARTICIPANT's employer.



- (ix) Loan Maintenance Fee. Until a loan is repaid in full, an annual loan maintenance fee as established by ADMINISTRATOR will be deducted from the PARTICIPANT'S ACCOUNT(s).
- (x) Loan Default Fee. At the time when a default occurs, a loan default fee established by ADMINISTRATOR will be deducted from the PARTICIPANT'S ACCOUNT(s).
- (c) The ADMINISTRATOR shall fix such other terms and conditions necessary to the administrative maintenance of the provisions of this Section and as necessary to comply with the IRC and regulations there under.

IN WITNESS WHEREOF, the undersigned has executed this Amendment this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Name of PLAN SPONSOR)

\_\_\_\_\_  
By:



**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Thomas L. Hickner**  
County Executive

**Tim Quinn**  
Personnel Director  
[quinn@baycounty.net](mailto:quinn@baycounty.net)

August 19, 2010

Don Tilley, Chairman  
Ways and Means Committee  
Bay County Board of Commissioners  
515 Center Avenue, Suite 401  
Bay City, MI 48708-5125

**RE: *Tuition Reimbursement Request***

Dear Commissioner Tilley:

I have enclosed a request for tuition reimbursement. Accordingly, please consider the request as summarized below at the next meeting of your committee.

**Recommendation:** Concur with Sheriff Miller's recommendation to approve: MAS 610, Professional Ethics ~ Lt. Kevin Nickel.

**Background:** This request requires the approval of the Sheriff and the Ways and Means committee. Course description is enclosed.

**Financial:** Use budgeted funds from sheriff's department.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Quinn".

Tim Quinn, Director  
Personnel and Employee Relations

TQ/mr  
Encl.

cc: Tom Hickner  
Mike Gray  
Sheriff Miller  
Lt. Kevin Nickel  
Personnel/Tuition Files

G:\Board\WAYS&MEA\2010\Kevin Nickel - Tuition Request.wpd

# PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name KEVIN NICKEL Department SHERIFF Bargaining Unit COMMAND OFFICERS

School: SACRAMENTO VALLEY STATE UNIVERSITY Are you on a degree program? YES NO Program MASTER'S DEGREE ADMINISTRATIVE SCIENCE

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. MAS 610	3	\$415 <sup>00</sup>	\$146 <sup>00</sup>	\$2	8-30-10	12-18-10	PROFESSIONAL ETHICS
2.		\$	\$	\$			
Totals	3	\$1247 <sup>00</sup> +	\$438 <sup>00</sup> +	\$2 =	Total \$629,82		

How is this class(es) job related? COURSE INCLUDED IN A MASTER'S DEGREE PROGRAM DESIGNED FOR PEOPLE IN THE PUBLIC

SERVICES LAW ENFORCEMENT FIELD WITH AGENTS OR LEADERSHIP AND SUPERVISORY POSITIONS. THIS PROGRAM ALSO DESIGNED FOR CRIMINAL JUSTICE STUDENTS SEEKING AN ADVANCED DEGREE.

Course Number Approved

All Other Units

Applicant's Signature [Signature] Date 8-17-10

Applicant's Signature Date

Department Head's Signature Date

Human Resource Director's or County Executive's Signature Date

Ways and Means Chairperson's or Designee's Signature Date

NOTE: Proof of successful completion of the course is mandatory. Proof of payment of tuition, fees, and books is also mandatory. Contractual language is controlling. Check your contract, first, for specifics before turning in this form!

RECEIVED

AUG 19 2010

White: Human Resources  
Yellow: Ways and Means  
Pink: Department Head

PERSONNEL DEPARTMENT 6/95

## SVSU

[Print Receipt](#) [Close Window](#)

Receipt Number: 57675  
Customer: NICKEL, KEVIN  
Web Transactions  
07/28/2010

Description	Amount
Term Payment	\$1,291.50
Total	\$1,291.50

Payments Received	Amount
ACH Payments	\$1,291.50
Checking Account XXXXXX3670	
Routing # 272476844 FINANCIAL EDGE COMMUNITY CU, BAY CITY, MI	
Total	\$1,291.50

*Thank you for the payment.*

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College of Arts and Behavioral Sciences

2010-2011 Graduate Catalog

## MAS 610 - Professional Ethics

An examination of personal and professional ethics and issues as they arise in the context of public sector agencies and organizations. Students will develop a broad understanding of ethical theory, but particular stress will be placed on applications to problems that arise in the practice of administration, and on ethical problem-solving where competing interests are involved.

Credits: 3

[Close Window](#)

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BAY COUNTY BOARD OF COMMISSIONERS  
9/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/7/10)

WHEREAS, The Bay County Board of Commissioners has the duty, in its October annual session, to do the following in accordance with 211.37 of the Michigan Property Tax Laws; and

WHEREAS, These requirements are as follows:

Sec. 37: The County Board of Commissioners, at its annual session in October in each year, shall ascertain and determine the amount of money to be raised for County purposes, which determination and apportionment shall be entered at large on its records. It shall also examine all certificates, statements, papers, and records submitted to it, showing the moneys to be raised in the several townships for school, highway, drain, township and other purposes. It shall hear and duly consider all objections made to raising any such moneys by any taxpayer to be affected thereto. If it shall appear to the Board that any certificate, statement, paper, or record is not properly certified, or that the same is in anyway defective, or that any proceeding to authorize the raising of any such moneys had not been had or is in anyway imperfect, the Board shall certify the same, and if the certificate, statement, paper, record, or proceeding can then be corrected, supplied or had, the Board shall authorize and require the defects or omissions of proceedings to be corrected, supplied, or had. It may refer any or all the certificates, statements, papers, records, and proceedings to the Prosecuting Attorney, whose duty it shall be to examine the same and without delay, report in writing his opinion to the Board. It shall direct that such of the several amounts of money proposed to be raised for township, school, highway, drain, and allother purposes as shall be authorized by law, be spread upon the assessment roll of the proper townships, wards and cities. Such action and direction shall be entered in full upon the records of the proceedings of the Board, and shall be final as to the levy and assessment of all such taxes, except when there is a change made in the equalization of any county by the Board or State Tax Commissioners upon appeal in the manner provided by law. The direction for spread of taxes shall be expressed in terms of millages to be spread against the taxable values of properties and shall not direct the raising of any specific amount of money. This section does not apply when Section 36(2) applies; and

WHEREAS, The Bay County Board of Commissioners has caused the above to be thoroughly checked for statutory requirements; Therefore, Be It

RESOLVED That the following county millages shall be levied on the 2010 taxable value of real and personal property 2010 assessments rolls of each township and city within the County of Bay:

-59-

Mills

Bay County Fixed	5.7257
Library	0.9953
Senior Citizen	0.5000
911	0.7000
Historical Society	0.0952
Library	
Medical Care Facility	0.5000
Gypsy Moth Suppression Program	0.1000
Mosquito Control	0.4500

All millages are in accordance with the demands as presented on the Clerk's Certificates for schools, intermediate schools, community college city, township, and authority within the above local units. All have been checked for statutory compliance and, to the best of our knowledge, are in compliance with the Michigan Statutes. All special assessments, drain taxes, and all other taxes authorized by law shall be levied in accordance with the Michigan Statutes; Be It Further

RESOLVED That the Chairman of the Board and the Bay County Clerk are authorized to execute the Clerk's Certificates, the 4029's and any other documentation required.

DONALD J. TILLEY, CHAIR  
AND COMMITTEE

2010 ClerkCerts/4029

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Malllette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Klm Coonan				Donald J. Tilley			

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**2010 Tax Rate Request (this form must be completed and submitted on or before September 30, 2010)**  
**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

This form is issued under authority of MCL Sections 211.24a, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes

2010 Taxable Value of ALL Properties in the Unit as of 5-24-10.

Local Government Unit Requesting Millage Levy

**Bay**

**2,958,617,497**

For LOCAL School District: 2010 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial, Personal and Commercial Personal Properties.

**Bay County**

**You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2010 tax roll.**

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2010 Current Year "Headlee" Millage Reduction Fraction	(7) 2010 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth In Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Library	08-2000	1.0000	0.9953	1.0000	0.9953	1.0000	0.9953		0.9953	12-2019
Extra Voted	S Citizen	08-2010	0.5000	0.5000	1.0000	0.5000	1.0000	0.5000		0.5000	12-2015
Extra Voted	911	08-2010	0.7000	0.7000	1.0000	0.7000	1.0000	0.7000		0.7000	12-2015
Extra Voted	Historical Medical	08-1998	0.1000	0.0952	1.0000	0.0952	1.0000	0.0952		0.0952	12-2013
Extra Voted	Gypsy Moth	08-2008	0.5000	0.5000	1.0000	0.5000	1.0000	0.5000		0.5000	12-2011
Extra Voted	Mosquito Control	08-2008	0.1000	0.1000	1.0000	0.1000	1.0000	0.1000		0.1000	12-2011
Extra Voted		08-2008	0.4500	0.4500	1.0000	0.4500	1.0000	0.4500		0.4500	12-2015

Prepared by

**Richard Gruber**

Telephone Number

**989-895-4075**

Title of Preparer

**Equalization Director**

Date

**8/31/2010**

**CERTIFICATION:** As the representative for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	Rate
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



## RESOLUTION

NO. \_\_\_\_\_

By: WAYS AND MEANS COMMITTEE 9/7/2010

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 9/14 /2010 and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on Behalf of Bay County.

<u>Request Number</u>	<u>Fund Involved Department Involved</u>	<u>Favorable Impact</u>	<u>Unfavorable Impact</u>	<u>No Impact</u>
2010-09-001	General Fund Sheriff Department Activity  Budget for Sheriff Department to purchase a restraint chair to be used by corrections staff. Funding for this chair is 50% from Michigan Municipal Risk Mangement Authority and 50% from General Fund Balance.		\$762	
2010-09-002	General Fund Treasurer's Activity Register of Deeds Activity  To budget for Treasurer Office Delinquent Tax Foreclosure fund (5180) sending their title search work to Register of Deeds. So Register of Deeds office gets paid for the work instead of an outside vendor. This budget adjustment is to cover Treasurer's office budget reduction target of \$4,871 from 2010 budget.			X

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## RESOLUTION

NO. \_\_\_\_\_

2010-09-003	General Fund Treasurer's Office Activity To reduce current property taxes, personal property taxes and industrial facility tax were budgeted using an estimated 1.01% Increase but 4.72% decrease was the amount for real, personal and industrial facility tax.	\$822,516
2010-09-004	General Fund Treasurer's Office Activity Mosquito Control Fund Division on Aging Fund Central Dispatch Fund Gypsy Moth Fund  To budget for Bangor DDA one time lump sum distribution of \$250,000. Prorated to the affected tax authorities.	\$93,570

## RESOLUTION

NO. \_\_\_\_\_

2010-09-005

General Fund  
Building Authority Debt Service  
Fund Activity

\$717,227

Budget the \$717,227 transfer  
from Building Authority Debt  
Service Fund representing  
residual cas relative the Mental  
Health Group Homes debt being  
fully serviced in November 2010.  
This transfer from the Building  
Authority Debt Service Fund to  
General Fund will take place in  
November 2010.

Donald J. Tilley W. & M. and Committee

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Budget Amendment Quick Entry

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Journal

Journal 2010/09 1 Ref SHERIF Deso RESTRAINT Eff Date 09/14/2010

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10130100	93700	MACHINERY & EQUIPMENT	I	135.00
2	10130100	67500	CONTRIBUTIONS FROM P	I	763.00
3	10110100	40001	FUND BALANCE	I	762.00

Journal Totals

Increase

Decrease

Record(s) updated.

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# Bay County Michigan

## Additional Comments

Journal: 1 Line: 1

BUDGET FOR SHERIFF DEPARTMENT TO PURCHASE A RESTRAINT CHAIR TO BE USED BY  
CORRECTIONS STAFF. FUNDING FOR THIS CHAIR 50% FROM MICHIGAN MUNICIPAL RISK  
MANAGEMENT AUTHORITY AND 50% FROM GENERAL FUND BALANCE.

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Budget Amendment Quick Entry

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Journal

Journal 2010/09 2 Ref BUDGET Desc TREASURER Eff Date 09/14/2010

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	1010000	99999	BUDGET REDUCTION TAF	1	13,547.00
2	10126800	62400	TITLE SEARCH FEES	1	13,547.00

Journal Totals

Increase	00
Decrease	00

Record(s) updated.

# Bay County, Michigan

## Additional Comments

Journal: 2 Line: 1

TO BUDGET FOR TREASURER OFFICE DELINQUENT TAX FORECLOSURE FUND (5180) SENDING THEIR TITLE SEARCH WORK TO REGISTER OF DEEDS. SO REGISTER OF DEEDS OFFICE GETS PAID FOR THE WORK INSTEAD OF AN OUTSIDE VENDOR. THIS BUDGET ADJUSTMENT IS TO COVER TREASURER'S OFFICE BUDGET REDUCTION TARGET OF \$4,871 FROM 2010 BUDGET.

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Journal 2010/09 3 Ref REDUCE Desc PROP TAX Eff Date 09/14/2010

Line	Org	Object	Description	I/D	Amount
1	10125300	40200	CURRENT REAL PROPERT	D	708,182.00
2	10125300	41000	CURRENT PERSONAL PRO	D	101,175.00
3	10125300	43700	INDUSTRIAL FACILITY	D	13,159.00
4	10110100	40001	FUND BALANCE	I	822,516.00

Increase	822,516.00
Decrease	822,516.00

Record(s) updated.



# Bay County, Michigan

## Additional Comments

Journal: 3 Line: 1

TO REDUCE CURRENT PROPERTY TAXES, PERSONAL PROPERTY TAXES AND INDUSTRIAL FACILITY TAX WERE BUDGETED USING AN ESTIMATED 1.01 % INCREASE BUT 4.72 % DECREASE WAS THE AMOUNT FOR REAL, PERSONAL AND INDUSTRIAL FACILITY TAX .

# Budget Amendment Quick Entry

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Journal

Journal 2010/09 4 Ref RECD Desc BANGOR DDA Eff Date 09/14/2010

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10110100	40001	FUND BALANCE	D	93,570.00
2	10125300	40200	CURRENT REAL PROPERT	I	93,570.00
3	24062000	40001	FUND BALANCE	D	7,354.00
4	24062000	40200	CURRENT REAL PROPERT	I	7,354.00
5	27667200	40001	FUND BALANCE	D	8,171.00
6	27667200	40200	CURRENT REAL PROPERT	I	8,171.00
7	26132500	40001	FUND BALANCE	D	11,440.00
8	26132500	40200	CURRENT REAL PROPERT	I	11,440.00
9	23928600	40001	FUND BALANCE	D	1,634.00
10	23928600	40200	CURRENT REAL PROPERT	I	1,634.00

Journal Totals

Increase 122,169.00

Decrease 122,169.00

Record(s) updated.

# Bay County, Michigan

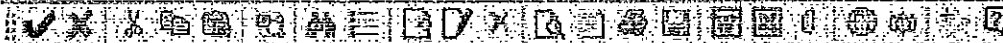
## Additional Comments

Journal: 4 Line: 1

TO BUDGET FOR BANGOR DDA ONE TIME LUMP SUM DISTRIBUTION OF \$250,000. PRORATED TO THE AFFECTED TAX AUTHORITIES.

# Budget Amendment Quick Entry

File Edit Tools Help



Journal

Journal 2010/09 5 Ref TRANSF Desc FROM MHGH Eff Date 09/14/2010

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	36927990	40000	FUND BALANCE RESERVE	I	717,227.00
2	36927990	99900	TRANSFERS OUT TO OTH	I	717,227.00
3	10110100	40001	FUND BALANCE	D	717,227.00
4	10127900	69900	TRANSFERS IN FROM OT	I	717,227.00

Journal Totals

Increase	717,227.00
Decrease	717,227.00

Record(s) updated.

# Bay County, Michigan

## Additional Comments

Journal: 5 Line: 1

BUDGET THE \$717,227 TRANSFER FROM BUILDING AUTHORITY DEBT SERVICE FUND REPRESENTING RESIDUAL CASH RELATIVE THE MENTAL HEALTH GROUP HOMES DEBT BEING FULLY SERVICED IN NOVEMBER 2010. THIS TRANSFER FROM THE BUILDING AUTHORITY DEBT SERVICE FUND TO GENERAL FUND WILL TAKE PLACE IN NOVEMBER 2010.

## Analysis of General Fund Unreserved/Undesignated Fund Balance 2010

Description	Res. or Motion #	2010 Fund Balance	Fund Balance Budgeted
Unreserved/Undesignated Fund Balance or ( Deficit) 12/31/2009		\$3,406,455	\$0
Reverse previous years reserved/designated Fund Balance *		\$575,501	
Unreserved/Undesignated Fund Balance or ( Deficit)		\$3,981,956	
2010 Budgeted Surplus / ( Deficit)		\$0	

## BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH AUGUST 2010

To budget for rollover of 2009 PO's @12/31/09*	10-02-0661	( \$575,501)	575,501
Rollover remaining Fds recreation act frm orig \$1000 BC/BS MI Walks prog	10-03-0002	( \$664)	664
Budget 10131500 for purchase Patrol Veh due to accident net Ins proceeds	10-03-0020	( \$14,675)	14,675
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	( 225)	225
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	( 5,115)	5,115
Correct 10120200 payroll revenue s/b \$75 keyed in as \$7500 under 63700	10-04-0006	( 7,425)	7,425
Roll over unused funds budgeted In 2009 for exterior cleaning of Bldg.	10-04-0003	( 6,000)	6,000
Roll over remaining Bangor DDA expenditure dollars for Civic Arena.	10-04-0005	( 63,456)	63,456
Roll over 2008 P.O.'s per request of Purchasing Agent for the yr 2010	10-05-0642	( 20,529)	20,529
2010 Budget Target Reduction - Child care	10-05-0021	( 7,324)	7,324
To correct 2010 budget G.F. 96999 acct s/b \$2,346 less	10-05-0022	2,346	( 2,346)
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0035	( 1,211)	1,211
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0036	( 4,969)	4,969
Electronic ticket system improve efficiency and officer safety-Road Patrol	10-05-0039	( 115,000)	115,000
Budget Juvenile Home "Why Try" training program run by MSU employees	10-06-0002	( 439)	439
Budget for Health Dept Clinic Software from Mitchell McCormick	10-06-0326	( 193,920)	193,920
Correct budget target reduction the reduction recorded under G..F. s/b Othe	10-08-0004	( 99)	99
2010 budget allocation not adequate for election expense	10-08-0005	( 45,000)	45,000
Correct 2010 original budget for secondary road patrol grant	10-08-0008	( 12,652)	12,652
Correct 2010 original budget for youth alcohol grant	10-08-0009	( 5,815)	5,815
Budget LED - ARRA grant 10% match for General Fund	10-08-0514	( 15,000)	15,000
Correct 2010 original budget for secondary Williams road patrol grant	10-08-0008	12,020	( 12,020)
Correct 2010 original budget for drive safety grant	10-08-0009	21,915	( 21,915)
		0	0
August 31, 2010		( 1,058,738)	1,058,738
Estimated Unreserved, Undesignated Fund Balance or ( Deficit) 08/31/2010		\$2,923,218	\$1,058,738

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**THOMAS L. HICKNER**  
Bay County Executive

**FINANCE DEPARTMENT**  
Bay County Building  
515 Center Avenue, Suite 701  
Bay City, MI 48708-5128



**TIMOTHY E. QUINN**  
Finance Officer  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

**CRYSTAL A. HEBERT**  
Assistant Finance Officer  
[hebertc@baycounty.net](mailto:hebertc@baycounty.net)

**KIMBERLY A. PRIESSNITZ**  
Budget/Grants  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**TO:** Donald J. Tilley, Chairperson  
Ways & Means Committee

**FROM:** Crystal Hebert, CH  
Assistant Finance Officer

**RE:** Executive Directive #2007-11

**DATE:** August 27, 2010

**REQUEST:**

Please place this memo on the September 7, 2010 agenda for your committee's information.

**BACKGROUND:**

On August 7, 2010, an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the State Grants with regard to fiscal year 2009 and/or 2010 appear to have no changes.

**RECOMMENDATION:**

To receive.

**C:** Tom Hickner  
Michael Gray  
Marty Fitzhugh  
Kim Priessnitz  
Tim Quinn